



## REPORT TO THE LIBRARY BOARD

**MEETING DATE: FEBRUARY 26, 2009**

Session:	Public Session
Subject:	Tender - Cleaning of Branch and Central Libraries
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Presented By:	Susanna Hubbard Krimmer
Purpose of Report:	For Decision: Approval <input checked="" type="checkbox"/>

### **Recommendation**

It is recommended that the contract for the cleaning of fifteen (15) London Public Library locations be awarded to Edcore Enterprises (1987) Ltd. for a thirty-six month period at a cost of \$304,000 per annum, commencing February 1, 2009 with an option to renew for a further two additional one year terms.

### **Issue / Opportunity**

The current cleaning contract for London Public Library locations expired on November 30, 2008.

### **Background & Review**

Since 1997, the Library has tendered its cleaning contracts with the City of London in order to take advantage of competitive bids because of volume. On September 11, 2008 "Tender 08-54 Custodial Maintenance Services at Various City Facilities" was issued by the City of London. London Public Library was one of the agencies participating in the tender.

Cleaning Services tenders were received until 12 noon on Wednesday, October 1, 2008 and were opened by the Purchasing Division, City of London.

Five bids were received. The bids were reviewed with the intent to award the contract to the lowest bidder who met all the specifications.

The lowest bid for Central and branches cleaning services was submitted Edcore Enterprises (1987) Ltd. Edcore is currently providing contract cleaning services to all library locations under the name Bee-Clean. They have been responsive to any Library concerns in the past.

Due to an inquiry by one of the bidders, A Plus Building Maintenance, the award of tender was delayed. Subsequent to the review of the issues raised by the bidder, the City's Purchasing and Legal Departments and the Library's legal counsel recommended that the Library proceed with the award of tender.

### Source of Funding

The successful bid is within the cost estimates for cleaning in the draft LPL Operating Budget.