



**City of Lloydminster  
Request for Decision (RFD)**

**Subject Matter: Janitorial Supplier Agreement Extension**

**Department: Community Development Services**

Presented By: Pete McHugh

**Council Meeting Date: January 22, 2024**

**Recommendation:**

That Council approve the extension of the existing Janitorial Supplies contract to W.E. Greer for a term of no more than two years. In addition, that the Mayor and City Clerk be authorized to sign and seal all necessary documents.

**Issue:** The original agreement for Janitorial Supplies was for three (3) years and allows for an extension of up to two (2) years.

**Background:** At the December 16, 2019 Regular Council Meeting a motion to award the contract for Janitorial Supplies to W.E. Greer was approved – Motion 341-2019. That agreement allowed for one extension for a maximum of two (2) years. Administration is recommending that we continue with W.E. Greer for this additional term as the service provided has met all the requirements of the City.

**Options:**

1. That Council approve the extension of the existing Janitorial Supplies contract to W.E. Greer for a term of no more than two (2) years. In addition, that the Mayor and City Clerk be authorized to sign and seal all necessary documents.
2. That Council not approve the extension of the existing Janitorial Supplies.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

**Alignment with Strategic Plan:** This item is in alignment with the following strategic area: Building Economic Resilience. This agreement was procured through an open public process to ensure best value to the City.

**Legal Review:** N/A

**Governance Implications:** N/A

**Budget/Financial Implications:** Budget for supplies are included in facilities operating budgets based on the current agreement.

**Environmental Implications:** N/A



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**Report Approval Details**

Document Title:	Janitorial Supplier Agreement Extension.docx
Attachments:	
Final Approval Date:	Jan 18, 2024

This report and all of its attachments were approved and signed as outlined below:

Tracy Simpson

Doug Rodwell

Dion Pollard