



Committee of Whole

Meeting Date: October 26, 2021
Submitted by: Brent Kerwin, Administrator, Strathmere Lodge
SUBJECT: RESIDENT ROOM WINDOW CURTAINS (CAPITAL PROJECT)

BACKGROUND:

Replacement of The Lodge's resident room window curtains is a Council-approved capital budget project. The approved budget amount is \$80,000.

ANALYSIS:

The existing curtains are original to the Lodge re-build of 2006.

The window curtains are laundered with each new admission, and as otherwise necessary. Through every day use and the laundering process, the curtains are worn and in need of replacement.

FINANCIAL IMPLICATIONS:

As per The County's Purchasing Policy (Finance Policy 2.01), a Request for Tenders document was prepared with the assistance of The County's Legal Department, and posted on the Bids & Tenders website.

Five (5) responses to the tender were received. The lowest bidder did not fulfill the Mandatory Requirements of the tender, leading to an incomplete quoted cost.

ALIGNMENT WITH STRATEGIC FOCUS:

In replacing the existing curtains with new curtains, The Lodge continues to provide its residents quality amenities in keeping with The County's Strategic Focus on Promoting Service Excellence.

RECOMMENDATION:

That Council approve The Lodge entering into an agreement with Empire Window Covering Ltd. in order to replace The Lodge's resident room window curtains at a cost of \$57,500 before taxes.