



# BRANDON SCHOOL DIVISION

## Finance and Facilities Committee Minutes

Monday, May 9, 2022 – 6:00 p.m.  
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna  
B. Foley K. Fallis (by phone)  
J. Gobeil D. Kejick (by phone)  
L. Letain L. Ross

Also Present: D. Labossiere  
M. Gustafson  
S. Gilleshammer  
J. Zilkey

Regrets: J. Murray

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### 1. COMMITTEE ITEMS

#### A. Tender – Crocus Plains Regional Secondary School – East Roof Replacement

Mr. Denis Labossiere, Secretary-Treasurer, spoke to this item and reviewed the bid summary provided to the Committee.

Trustees asked questions for clarification. The Committee agreed to the recommendation as presented, which was then brought forward as a late motion to the Regular Board meeting.

**Recommendation:**

That the low tender from Jacobson Commercial in the amount of \$2,093,228 (excluding GST) for Crocus Plains Regional Secondary School East Roof Replacement project be accepted, subject to approval by the Department of Labour, Consumer Protection and Government Services.

#### B. Tender – Vincent Massey High School – Gym Floor Replacement

The Secretary-Treasurer spoke to this item and reviewed the memo and bid summary provided to the Committee. Trustees agreed to the recommendation as presented, which was then brought forward as a late motion to the Regular Board meeting.

**Recommendation:**

That the Tender from Big Sky Enterprises in the amount of \$230,846.83 (including taxes) to replace the Gym Floor at Vincent Massey High School be funded through the Operating Fund Accumulated Surplus, be accepted.

### C. Tender- Supply Door Handles

The Secretary-Treasurer spoke to this item and reviewed the memo and bid summary provided to the Committee. As discussed at the April 11, 2022, Finance and Facilities Committee Meeting, Mr. Labossiere recommended the purchase of 200 door lever handles to continue address accessibility in Division buildings. Mr. Labossiere advised that due to supply chain constraints, the door handles will be delivered early in the new school year, 2022-2023. Trustees agreed to the recommendation as presented, which was then brought forward as a late motion to the Regular Board meeting.

#### **Recommendation:**

That the quote from Allmar Inc. in the amount of \$46,928.00 (including taxes) to supply 200 Door Lever Handles funded through the Operating Fund Accumulated Surplus, be accepted.

### D. Janitorial Services Contract – Crocus Plains Regional Secondary School

The Secretary-Treasurer spoke to this item and reviewed the memo and bid summary provided to the Committee. He advised that the janitorial services contract between the Brandon School Division and JCI Johnson’s Commercial & Industrial Services at Crocus Plains Regional Secondary School will expire on June 30, 2022. The previous contract was for a term of three (3) years from July 1, 2019, to June 30, 2022, with the option to extend for an additional two (2) years by mutual agreement. Pricing was received from JCI Johnson’s Commercial & Industrial Services for one (1) additional year and for an additional two (2) years. The contract costs increased by 3% annually for both years, with contract costs for 2022-2023 being within budget.

The Committee agreed to the recommendation as presented.

#### **Recommendation:**

That the Janitorial Services Contract between the Brandon School Division and JCI Johnson’s Commercial and Industrial Services for the provision of janitorial services at Crocus Plains Regional Secondary School be extended for the 2022-2023 and 2023-2024 school years in the following amounts (taxes included):

<u>2022-2023</u>	<u>2023-2024</u>	<u>TOTAL</u>
\$328,274.10	\$338,122.05	\$666,396.15

### E. Confirm Payments of Account (April)

The Payments of account for the month of April were provided for information.

The reports were accepted as circulated.

## 2. **OPERATIONS INFORMATION**

- The Secretary-Treasurer provided an update on the following:
  - i. Letter from the Minister of Municipal Relations – 2022 Green Team Funding
- Tender/Quotation Summary – Under \$50,000:
  - i. Fire Alarm Verification
  - ii. Flooring
  - iii. Asbestos Abatement

Respectfully submitted,

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K. Fallis