

Gogama Local Services Board
Special Board Meeting – October 1, 2018
Gogama Community Centre at 11:00 A.M.

Public Opening of Bids

MINUTES

1. **Call meeting to order and Roll Call**

Daniel Mantha, presiding as Chairperson, called the meeting to order at 11:00 AM.

Present

Daniel Mantha – Chairperson
Rachelle Minarik – Board Member
Paul Derkacz – Board Member
Christine Bedard – Secretary

Absent with Regrets

Andre Jodouin – Board Member
Gilles Veronneau – Vice Chairperson

Members of the Public in attendance

Donna Gareau
Alice Jodouin

2. **Maintenance Contract**

The Chairperson asked the Secretary if the Board had received any bids for the Maintenance Contract which closed Friday, September 28, 2018 at 12:00 noon.

The Secretary advised the Chairperson that one bid had been received and that bid was submitted by I Do Construction.

The Chairperson opened the bid envelope and read the bid submitted by I Do Construction being \$35.40 per hour plus HST bringing the total bid per hour cost to \$40.00 per hour.

The Chairperson verified for the Secretary that the bid envelope contained the bid information sheet, the company resume, fall arrest certificate, W.H.M.I.S certificate and Certificate of Insurance.

Having received no other bids for the Maintenance Contract posting, the Chairperson moved to the next item.

Manager/Custodian Contract

The Chairperson asked the Secretary if the Board had received any bids for the Manager/Custodian Contract which closed Friday, September 28, 2018 at 12:00 noon.

The Secretary advised the Chairperson that two bids had been received, one submitted by Mrs. Donna Gareau and a second being submitted by Ms. Alice Jodouin.

The Chairperson opened the bid envelope and read the bid submitted by Mrs. Donna Gareau being \$700.00 per month plus \$91.00 HST bringing the total monthly bid price to \$791.00 per month.

The Chairperson advised the Secretary that the bid envelope contained a brief resume, and the bidding sheet but did not contain the required Fall Arrest certificate, W.H.M.I.S Certificate and Police Vulnerable Sector Check required.

Mrs. Gareau stated she had spoken with "Gerry" on the matter and he had advised her that she could provide these certificates if she was the successful candidate.

The Chairperson opened the bid envelope and read the bid submitted by Ms. Alice Jodouin being the total bid price of \$750.00 per month.

The Chairperson verified for the Secretary that the bid envelope contained Ms. Jodouin's resume, Fall Arrest Certificate, W.H.M.I.S certificate, bid information sheet and Police Vulnerable Sector Check.

3. **Adjournment**

Having no further Board business to discuss, the Chairperson announced that the Board would review the bid submissions at a later meeting date where all members of the Board could be present and would advise the bidders of the Board's decisions. The Chairperson asked for a motion to adjourn the meeting.

The motion to adjourn the meeting at 11:07 AM was moved by Rachelle Minarik and seconded by Paul Derkacz.

Motion Carried



Christine Bedard
Secretary



Daniel Mantha
Chairperson