



**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY SOLICITOR**

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September 25, 2023

EOI 137-23, Heritage Custodian & Maintenance Attendant (Live-in)

Electronic expression of interest submissions only, shall be accepted and received by the City on or before the Submission Deadline of Monday, October 16, 2023, at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.D.T) by email to purchasing@citywindsor.ca

The Corporation of the City of Windsor (the “City”) is inviting submissions to provide heritage caretaking (custodial) and maintenance (janitorial) services at the Willistead Manor Complex located in Willistead Park at 1899 Niagara. The Willistead Manor Complex includes the Main Manor House, the Coach House, and the Gatehouse, with all three facilities falling under the direction and control of the City and administered by the Executive Director of Recreation & Culture. If approved by Council, it is the intent of the City to award a five-year Contract for the Services, with an option to renew for an additional two-year term.

This expression of interest is not a solicitation of proposals or an employment opportunity, and no legal relationship will be established between the City and any party submitting information in response to this request.

Acceptance and/or rejection of any Expression of Interest will be made accordingly to the City of Windsor Purchasing By-Law 93-2012, and as amended thereto.

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

Dawn Lamontagne
Supervisor of Purchasing

DL/rm