



Legislation Text

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File #: 21-0338, Version: 1

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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Bid 21-093, Custodial Services - Central Business District, to Total Facility Maintenance for an amount not to exceed \$384,658 and for a two-year term

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Department of Public Works (DPW) contracts custodial services to provide cleaning related services in public areas within the Central Business District (CBD) and parking decks. This includes public areas such as sidewalks, parking lots and decks, streets, and stairwells. The contractor furnishes all labor, equipment, and supplies (except paper products, trash liners, waste containers, and cleaning chemicals) to perform daily, weekly, and monthly cleaning.

In February 2021, DPW issued Bid 21-093, Custodial Services - Central Business District, for a vendor to perform nighttime, year-round custodial services including, but not limited to litter pick-up, emptying trash containers, and cleaning parking deck stairwells, stairs, restrooms, and elevator lobby areas for the downtown area.

**DISCUSSION:**

Advertisement Date:	02/17/2021	Notices Sent:	62
Opening Date:	03/04/2021	Planholders:	23
		Proposals Received:	10

Bids were received from the following vendors:

<b>Vendor Name</b>	<b>Proposed Cost</b>
Diverse Facility Services	\$323,971.20
Total Facility Maintenance	\$358,848
Citywide Building Maintenance	\$359,856
Tricon Group Inc	\$463,680
ABM Industries	\$503,366.40

Atalian US Midwest	\$618,019.20
Divinely Scent Inc	\$628,992
Tidy Queens	\$1,112,371.20

Eight vendors provided a bid for this service. The low bidder is Diverse Facility Services, the City's current vendor. However, due to concerns related to unsatisfactory past performance (as outlined below), staff finds there is enough documented evidence to consider Diverse Solutions non-responsible.

1. Diverse Facility Solutions failed to provide the required staffing level consistently throughout the term of contract;
2. On numerous occasions, staff received complaints about the cleanliness of the restrooms, stairwells and elevator lobbies in the parking decks. These complaints continued after vendor was made aware of the deficiencies; and
3. Outdoor garbage cans were not consistently emptied as required by the contract.

As a result, the lowest responsive and responsible bidder is Total Facility Maintenance. The total two-year cost of the base services is \$358,848. The bid also requested hourly rates for additional work such as power-washing, window washing, and additional support during special events. The total cost for the additional work is \$25,810 for the two-year period. Staff recommends awarding \$384,658 (base bid plus the additional work) to Total Facility Maintenance.

The term of this contract is for two years from April 1, 2021 to March 31, 2023 with three one-year options to extend.

**FISCAL IMPACT:**

CIP #: N/A

Custodial services for the CBD are expensed to the operational service account listed below. A total of \$162,000 has been budgeted for custodial service for the CBD in 2021. The requested award of \$384,658 for a two-year period (\$192,329 annually) exceeds the budgeted amount for this expense. The additional funding needed for 2021 will be accommodated through savings in other programs. The budget for 2022 for custodial services will be adjusted to reflect the new contract pricing.

Account Number	Fund Description	Total Budget Amount
31254300-531308	SSA 33	\$522,520