



Legislation Text

File #: 18-992, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Option Year Two to Contract 16-115, Naper Settlement Janitorial Maintenance, to Coverall Health Based Cleaning Systems for an amount not to exceed \$192,738

DEPARTMENT: Naper Settlement

SUBMITTED BY: Harriet M. Pistorio, Chief Operating Officer

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

In February 2016, the City Council approved the award of Contract 16-115 to Coverall Health Based Cleaning Systems (Coverall) to perform scheduled operational janitorial and maintenance support services as well as specialized artifact cleaning. The contract also includes janitorial services for programs, rentals, and special events. The term of that contract was May 1, 2016 through December 31, 2017 with five-one year extensions.

The City Council approved the first option year to the contract on November 21, 2017.

DISCUSSION:

Coverall performed well during the original term and the first option year. Staff was able to negotiate a zero-percent increase for daily cleaning and optional services during the second option year. This cost includes the following:

- Daily cleaning and maintenance (7 days/week) - \$173,482.50
- Optional services - \$7,255.50
- Christkindlmarket - \$12,000.00

The optional services include carpet and hard floor cleaning, upholstery, and toy cleaning. The cost for the Christkindlmarket increased \$2,000 from the previous year due to expanded hours for janitorial and maintenance support.

The term of the second option year is January 1, 2019 through December 31, 2019, with three additional one-year options remaining.

FISCAL IMPACT:

CIP #: N/A

Naper Settlement Janitorial Maintenance is expensed to the other professional service and building

and grounds maintenance accounts below. The totals provided reflect 2019 proposed budget amounts, as the contract will occur during that period. The requested award of \$192,738 is within the budgeted amounts for these expenses.

Account Number	Fund Description	Total Budget Amount
51343200-531309	Naper Settlement Fund	\$188,387
51343200-531302	Naper Settlement Fund	\$185,000