



Legislation Text

File #: 17-0729, **Version:** 1

Resolution to Approve a Three Year Contract with RNA Facilities Management, Inc. for Janitorial Services at the Ann Arbor Municipal Center, Wheeler Service Center, Water Treatment Plant, Senior Center and Various Smaller Locations (\$737,055.00) ITB #4495

We recommend your approval of the attached resolution authorizing a 3-year contract in an amount not to exceed \$737,055.00 with RNA Facilities Management, Inc., for janitorial services at the following locations:

911 Dispatch Center	Cleaned 7 days per week
Municipal Center	Cleaned 5 days per week
Wheeler Service Center	Cleaned 5 days per week
Water Treatment Plant	Cleaned 5 days per week
Veterans Memorial Park	Cleaned 7 days per week
Senior Center	Cleaned 4 days per week
Farmers Market	Cleaned 1-3 days per week (Depending on the season)

The contract will start on July 1, 2017 and run thru June 30, 2020. The contract amount in FY2018 is \$245,685.00 with identical amounts in each of the following fiscal years.

The resolution also authorizes an option to extend the contract with RNA Facilities Management, Inc., for up to three additional one-year periods with a maximum yearly increase of 3% each year, upon approval by the City Administrator, for a total amount not to exceed \$1,519,226.00 over the life of the contract including all renewals, with the same terms and conditions subject to the annual appropriation of funds.

Bids were solicited for Janitorial Services through ITB #4495 issued by the City and opened on April 28, 2017. Of the four responses received, RNA Facilities Management, Inc., Ann Arbor, MI, was selected as the most responsive proposal to the ITB. Two of the bids had mathematical errors which were corrected on the attached bid tabulation sheet. This resolution includes an additional \$2,500.00 contingency per fiscal year to address special cleanups for events or rentals.

Funding for these services are included in the Fiscal Year 2018 operating budgets of the Public Services Area, Safety Services Area and Community Services Area. Funding from the same sources will be included in future budgets.

RNA Facilities Management, Inc. complies with the requirements of the City's Living Wage and non-discrimination ordinances.

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Reviewed by: Craig Hupy, Public Services Area Administrator
Approved by: Howard S. Lazarus, City Administrator

Whereas, Janitorial services are needed at the Ann Arbor Municipal Center, Wheeler Service Center, Water Treatment Plant and at various other City owned buildings;

Whereas, RNA Facilities Management, Inc. was the lowest responsible bidder for janitorial services in ITB # 4495;

Whereas, The Public Services Area recommends approval of a 3-year contract with RNA Facilities Management, Inc., with the option to extend the contract for three additional one-year periods under the same terms and conditions;

Whereas, The service contract will begin July 1, 2017 and sufficient funds are available in the FY 2018 Public Services Area, Safety Services Area and Community Services Area operating budgets; and

Whereas, RNA Facilities Management, Inc. complies with the requirements of the City's Living Wage and Non-Discrimination Ordinances;

RESOLVED, That City Council approve a contract, per ITB # 4495, with RNA Facilities Management, Inc. in the amount of \$245,685.00 in FY 2018 and the same amount of \$245,685.00 in each of the next two fiscal years and authorize an annual contingency in the amount of \$2,500.00 to cover special cleanups for events or rentals;

RESOLVED, That the contract will include the option to extend the contract for up to three additional one-year periods at a maximum 3% increase per year upon approval by the City Administrator, for a total not to exceed \$1,519,226.00 over the life of the contract including renewals;

RESOLVED, That these services during the first year be funded from the approved FY 2018 Public Services Area, Safety Services Area and Community Services Area operating budgets and that the remaining years, including extensions, be funded from the FY 2019, FY 2020, FY 2021, FY 2022, and FY 2023 Public Services Area, Safety Services Area and Community Services Areas operating budgets if so approved by Council;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said contract after approval as to substance by the City Administrator and approval as to form by the City Attorney, and that the City Administrator be authorized to execute the extensions after approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution.