



Legislation Text

File #: 18-1178, **Version:** 1

Resolution to Approve a Three-Year Contract with Du-All Cleaning Inc. (Du-All) for Janitorial Services at the Wastewater Treatment Plant (\$74,274.00) ITB #4542

Your approval is requested to authorize a three-year contract with Du-All for janitorial services at the wastewater treatment plant in an amount not to exceed \$74,274.00 (\$24,768.00 per year).

On June 19, 2018, bids for ITB #4542 Janitorial Services - WWTSU were opened and the following bids were received:

Du-All	\$24,768.00 annually
The 53 rd Group LLC	\$31,270.00 annually
The DM Burr Group	\$34,978.33 annually
Copeland Building Maint.	\$51,480.00 annually

WWTP staff reviewed the bids, compared them to ITB-4542 specifications, and recommends that Du-All be approved as the lowest responsible bidder to provide janitorial services at the WWTP starting on September 1, 2018 through fiscal year 2021.

Additionally, approval is recommended to allow the City Administrator to approve extensions of the contract for up to two additional one-year terms at no increase in cost with the same terms and conditions, if Du-All agrees. Any approval for subsequent fiscal years is subject to the availability of funding.

Funds to finance this purchase are included in the approved FY19 WWTP Operation and Maintenance budget for the Sewage Disposal System. Approval for subsequent years is subject to the availability of funding.

Du-All complies with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Prepared by: Keith Sanders, Assistant Manager, WWTSU

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City's Wastewater Treatment Plant (WWTP) issued ITB 4542 for janitorial services;

Whereas, Du-All Cleaning Inc. (Du-All) submitted the lowest responsible bid to provide janitorial services per the specifications in ITB 4542 for \$24,768.00 annually for three years;

Whereas, Du-All received compliance with the City's Non-Discrimination and Living Wage ordinances on June 19, 2018;

Whereas, Funds for this service agreement are available in the FY19 WWTP Operation and Maintenance Budget of the Sewage Disposal System; and

Whereas, Approval for subsequent years is subject to the availability of funding;

RESOLVED, That Council approve a contract with Du-All for janitorial services at the WWTP as specified in ITB 4542 in the amount of \$24,768.00 per year for three years (\$74,274.00 total), and approve and authorize the City Administrator's extension of the contract for up to two additional one-year periods under the same terms and conditions, if Du-All agrees;

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;

RESOLVED, 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 or designee be authorized to take the necessary administrative actions to implement this resolution.