



Legislation Text

File #: 11-0968, **Version:** 1

Resolution to Approve a Contract with Kristel Cleaning, Inc. for Janitorial Service at the Municipal Center, Wheeler Service Center, Water Treatment Plant, Senior Center and Various Smaller Locations (\$580,680.00) ITB # 4155

We recommend your approval of the attached resolution authorizing a 33.5-month contract in the amount not to exceed \$580,680.00 with Kristel Cleaning, 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
Senior Center	Cleaned 4 days per week
Farmers Market	Cleaned 1 to 3 days per week (depending on the season)
Argo Canoe Liveries	Cleaned 1 day per week (during season only)
Gallup Canoe Livery	Cleaned 1 day per week (during season only)

The contract will start on September 12, 2011 and run thru June 30, 2014. The first 9.5 months of the contract will not exceed \$167,662.00 and for each of the next 2 fiscal years, the price will not exceed \$206,509.00 per year.

The resolution also authorizes an option to extend the contract with Kristel Cleaning, Inc., for up to three additional one-year periods, upon approval by the City Administrator, for a total amount not to exceed \$1,200,207.00 over the life of the contract including all renewals, with the same terms and conditions subject to the annual appropriation of funds.

The contract is based on a price to clean a square foot weekly. The vendor will be paid for the total square footage cleaned each week. If an area closes for renovations, total area cleaned is reduced and the City's cost will be reduced. The vendor will be compensated only for the areas that are cleaned.

Requests for bids were posted on-line and qualified bids were received from five contractors. Staff evaluated the bids and determined that the prices were competitive and recommends Kristel Cleaning, Inc. be awarded the contract. The Bid tabulation is attached.

Funding for these services is included in the operating budget of the Public Services Area and Community Services Area. Funding will be included in future budgets.

Kristel Cleaning, Inc received Human Rights and Living Wage approval on July 28, 2011.

Prepared by: Matthew J. Kulhanek, Fleet & Facility Manager

Reviewed by: Sue F. McCormick, Public Services Administrator

Approved by: Tom Crawford, Interim City Administrator

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

Whereas, Kristel Cleaning, Inc. was the lowest responsible bidder for janitorial services in ITB # 4155;

Whereas, The Public Services Area recommends approval of a 33.5-month contract with Kristel Cleaning, 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 September 12, 2011 and sufficient funds are available in the FY12 Public Services Area and Community Services Area operating budgets; and

Whereas, Kristel Cleaning, Inc. received Human Rights and Living Wage approval on July 28, 2011;

RESOLVED, That City Council approve a contract, per ITB # 4155, with Kristel Cleaning, Inc. with the amount not to exceed \$580,680.00 per year with the option to extend the contract for three additional one-year periods, upon approval by the City Administrator, for a total not to exceed \$1,200,207.00 over the life of the contract including renewals;

RESOLVED, That these services during the first 9.5 months be funded from the approved FY12 Public Service Area and Community Services Area operating budgets, That the remaining months, including extensions be funded from the FY13, FY14, FY15, FY16, and FY17 Public Services Area and Community Services Area 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.