



CONTRACT AWARD-JANITORIAL SERVICES

City Council Meeting
June 20, 2017

Deborah Lauchner
Chief Financial Officer, Finance Department

CURRENT

- Janitorial services are needed throughout the City within various departments and facilities and are currently being performed under contract F00384 which expires June 30, 2017. No further contract extensions are authorized for the existing agreement.

CURRENT

- Services include, but not limited to vacuuming, carpet spot cleaning, blind dusting, emptying trash cans, dusting window treatments, cleaning break rooms and restrooms, monthly, quarterly, and annual floor treatments for Recreation and Parks community center facilities, removal of graffiti in parking garage elevators, and other assorted janitorial services as defined in Exhibit A of the Agreement.

PROPOSED

- On March 6, 2017, Request for Proposal (RFP) 17-04 City of Santa Rosa Janitorial Services was opened by the Purchasing Division.
- A tabulation of the responsive vendors, in no specific order of rating, is listed below:

ADS-Myers, Inc.
Gardnerville, NV

Universal Building Services
Richmond, CA

ML Cleaning
Petaluma, CA

BENEFIT

- ADS-Myers offers good qualifications and experience providing janitorial services.
- ADS-Myers is Green Building, Small Business, Woman-Owned Business, and Cleaning Industry Management Standard (CIMS) Green certified.
- ADS-Myers has a clear and concise understanding of scope of services, provides a comprehensive quality control and training program for their staff.

BENEFIT

- The most competitive pricing for the five-year period. Therefore, the panel has determined the offer submitted by ADS-Myers is the best overall value to the City.

RECOMMENDATION

- It is recommended by the Finance, Transportation and Public Works, and Recreation & Parks Departments, that the Council, by resolution, approve contract award for janitorial services to be provided at various City locations, for a five-year period with one (1) five-year of extension option, to ADS-Myers, in the amount not to exceed \$2,305,041, which includes a contingency amount for miscellaneous one time services.

QUESTIONS?