



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the Award of Option Year One to Contract 13-107, Custodial/Janitorial

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

Approve the Award of Option Year One to Contract 13-107, Custodial/Janitorial to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$340,856 and to Diverse Facility Solutions for the Central Business District for an amount not to exceed \$162,250 for a total award of \$503,106 for a one year extension with two additional, one year extensions available.

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**BOARD/COMMISSION REVIEW:**

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action
3/19/13	I 15	Original Award

**DEPARTMENT:** Department of Public Works  
Procurement Services Team

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**SUBMITTED BY:** Michael E. Bevis, Chief Procurement Officer

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**FISCAL IMPACT:**

Budgeted Account: 010-4240-418.30-29 (City Facilities & Sites)  
Budgeted Amount: \$340,856  
Budgeted Account: 136-4010-566.30-29 (CBD)  
Budgeted Amount: \$162,250

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2/15/2015  
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**BACKGROUND:**

The City of Naperville contracts supplemental custodial services to provide cleaning and/or custodial related services at designated City facilities, the Central Business District, the Naperville commuter rail station, and/or other sites as needed.

The scope of work for City buildings covered under this agreement is to provide custodial related services for the Naperville Fire Department - Administration and EOC, Public Works Service Center, Electric Service Center, Springbrook Reclamation Center, Water Service Center, DPU 75th & Clyde, South Operation Center at 1800 S. Washington, Civil Environmental Engineering Center, Community Concert Center, Naperville Train Station.

The contractors are to provide for the highest level of service and custodial care. This includes, but is not limited to, cleaning of floor and carpet areas by mopping or vacuuming, waxing/polishing of furniture, cleaning glass, dusting, kitchens and lunchrooms shall be cleaned to "restaurant quality," restrooms, lounges, fitness centers and locker rooms are to be "hospital quality" clean, and tables, chairs, work stations and desks are cleaned of all dirt or other foreign material.

Besides services for City buildings, this contract includes public areas such as sidewalks, parking lots, streets, alleys, curbs, parking decks, railroad station platforms and access walkways, tunnels and stairwells and festival grounds.

**DISCUSSION:**

Both firms have performed well during the first Contract term. Staff was able to negotiate a zero percent increase from both firms for this extension.

The contract term is April 1, 2015 thru March 31, 2016 with two option years remaining.

**RECOMMENDATION:**

Approve the Award of Option Year One to Contract 13-107, Custodial/Janitorial Services; to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$340,856 and to Diverse Facility Solutions for the Central Business District for an amount not to exceed \$162,250 for a total award of \$503,106 for a one year extension with two additional, one year extensions available.

**ATTACHMENTS:**

1. Original Award



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the award of RFP 13-107, Custodial/Janitorial

**TYPE OF VOTE:** Simple Majority

**ACTION REQUESTED:**

Approve the award of RFP 13-107, Custodial/Janitorial to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$650,352 and to Diverse Facility Solutions for the Central Business District for an amount not to exceed \$315,795 for a two year term with three, one year extensions available.

**BOARD/COMMISSION REVIEW:**

**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action
3/5/13	I 5	Item Tabled

**DEPARTMENT:** Department of Public Works  
Procurement Services Team

**SUBMITTED BY:** Michael E. Bevis, Chief Procurement Officer

**FISCAL IMPACT:**

Budgeted Account: 010-4240-418.30-29 (City Facilities & Sites)

Budgeted Amount: \$336,584 FY14

Budgeted Account 136-4010-566.30-29 (CBD)

Budgeted Amount: \$159,700 FY14

**BACKGROUND:**

The City of Naperville contracts supplemental custodial services to provide cleaning and/or custodial related services at designated City facilities, the Central Business District, the Naperville commuter rail station, and/or other sites as needed.

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The scope of work for City buildings covered under this agreement is to provide custodial related services for the Naperville Fire Department - Administration and EOC, Public Works Service Center, Electric Service Center, Springbrook Reclamation Center, Water Service Center, DPU 75th & Clyde, South Operation Center at 1800 S. Washington, Civil Environmental Engineering Center, Community Concert Center, Naperville Train Station.

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Besides services for City buildings, this contract includes public areas such as sidewalks, parking lots, streets, alleys, curbs, parking decks, railroad station platforms and access walkways, tunnels and stairwells and festival grounds.

**DISCUSSION:**

**NOTIFICATION AND RESPONSE:**

Notices Sent: 110  
 Planholders: 26  
 Bids Received: 14

The following firms submitted proposals:

- |  |                                       |
|--|---------------------------------------|
| Alpha Building Maintenance, Homer Glen | Citywide, Itasca                      |
| ECO Clean Maintenance, Chicago         | Smith Maintenance, Chicago            |
| Multisystem Management, Schaumburg     | Total Facility Maintenance, Wood Dale |
| Cleannet of Illinois, Oak Brook        | Imperial Service Systems, Lombard     |
| Dayspring, Inc., South Holland         | Diverse Facility Solutions, Chicago   |
| Tidy, LLC, Naperville                  | Rainbow International, Bolingbrook    |
| Mlady, Naperville                      | Perfect Cleaning Service, Chicago     |

A Selection Committee consisting of members from Public Works, reviewed all proposals and shortlisted seven firms. The fee proposed by each of the shortlisted firms was divided by the firm's qualification score to determine the lowest adjusted cost based on the quality of each firm as determined by the Selection Committee.

<b>VENDOR</b>	<b>PROPOSED COST A: FACILITIES</b>	<b>SCORE</b>	<b>ADJ COST</b>
<i>Citywide Building Maintenance</i>	<i>\$650,352</i>	<i>77.33</i>	<i>\$841,008</i>
Diverse Facility Solutions	\$687,758	80.5	\$854,357
Smith Maintenance Company	\$666,482	75.75	\$879,844
Clean Net of Illinois	\$762,554	84	\$907,802
Imperial Service Systems	\$853,712	81.75	\$1,044,296
Total Facility Maintenance	\$824,436	69	\$1,194,834
Tidy, LLC	\$1,093,780	71	\$1,540,535

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<b>VENDOR</b>	<b>PROPOSED COST B: CBD</b>	<b>SCORE</b>	<b>ADJ COST</b>
<i>Diverse Facility Solutions</i>	<i>\$315,795</i>	<i>80.5</i>	<i>\$392,291</i>
Clean Net of Illinois	\$377,820	84	\$449,785
Smith Maintenance Company	\$350,806	75.75	\$463,110
Citywide Building Maintenance	\$384,451	77.33	\$497,156
Total Facility Maintenance	\$371,106	69	\$537,834
Imperial Service Systems	\$442,932	81.75	\$541,812
Tidy, LLC	\$563,100	71	\$793,098

Section A: City Facilities and Sites  
 Section B: Central Business District

The Proposed Costs in the table above reflect each bidder's costs for a two-year period. The contract term is April 1, 2013 thru March 31, 2015 with three option years available.

**RECOMMENDATION:**

Approve the award of RFP 13-107, Custodial/Janitorial to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$650,352 and to Diverse Facility Solutions for the Central Business District for an amount not to exceed \$315,795 for a two year term with three, one year extensions available.

**ATTACHMENTS:**

1. NA