



# City Council Report

**Date:** July 1, 2014  
**To:** City Council  
**Through:** Alex Deshuk, Manager of Technology and Innovation  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** Dollar Limit Increase to the Term Contract for Bus Shelter Maintenance and Repairs for the Transit Services Department **(Citywide)**

## Purpose and Recommendation

Council is requested to approve a change order adding to the scope of work and dollar limit increase to the Term Contract for Bus Shelter Maintenance and Repair Services as recommended.

Transit Services and Purchasing recommend authorizing a dollar limit increase of \$52,410.00 with A Mind for Detail Inc. dba AMFD (a Mesa business), increasing the contract amount from \$264,285.00 to \$316,695.00 annually, based on estimated requirements.

## Background / Discussion

The City maintains 730 bus stops, four park-and-rides and two transit centers. The custodial responsibilities of these facilities are spread between three contracts. As the park-and-rides and transit centers were completed, they were added to various existing agreements for custodial services. Transportation manages one contract for cleaning the bus stops and shelters (including shelters at park-and-rides and transit centers). Facilities Maintenance manages another contract for custodial work at park-and-rides and transit centers not associated with the bus shelters which expired on June 30, 2014. The third contract, managed by Valley Metro, is for cleaning and maintenance at the Sycamore Transit Center.

In late 2013, the City solicited bids for custodial and maintenance services for the park-and-rides and transit centers. The two responses received were not eligible for award: one vendor was deemed non-responsive and the other vendor's bid did not allow for sufficient competition (because the maintenance portion of the contract requires a General Contractor's license, and most custodial businesses do not possess this type of license). Therefore, Transit Services and Purchasing decided to cancel the bid and pursue other options.

In an effort to maximize efficiency, Transit Services proposes to consolidate the three contracts into one by:

1. Amending the existing contract for bus stop cleaning to include custodial activities currently being performed under the Facilities Maintenance contract.

2. Canceling the agreement with Valley Metro for custodial and maintenance and incorporating those services into the bus stop cleaning contract. The estimated FY15 cost for this contract is \$40,928.00.

On January 14, 2013, Council approved the initial three-year contract with A Mind for Detail to provide bus shelter maintenance and repair services at various bus shelters, Bus Rapid Transit (BRT) stations, and Park and Ride locations throughout the City. The services provided include weekly routine cleaning, maintenance and occasional repairs as-needed contract including, but is not limited to, cleaning, trash service, pressure washing, minor repairs and other related services.

The additional cost of adding the custodial activities for the park-and-rides and transit centers to the existing bus stop cleaning contract will be \$52,410.00. This is a projected General Fund savings of \$24,018.00 for FY15. Staff anticipates additional cost savings to the City through better use of City resources by minimizing the number of staff monitoring the various contracts and enhanced contract monitoring and accountability.

### **Alternatives**

Council may choose not to authorize the increase and new bids will be obtained.

### **Fiscal Impact**

The total amount of \$316,695.00 is available in the Transit Services operating budget.

### **Coordinated With**

Transit Services and Purchasing

### **PURCHASING INFORMATION**

Action: Contract Amendment and Dollar Limit Increase

Procurement Type: Request for Bids

Solicitation Number: 2012246

Responses Received: Four

Contract Term: 2/1/2014 through 1/31/2015

### **December 10, 2012 Bid Results:**

A Mind for Detail Inc. dba AMFD Mesa, AZ	\$264,285.00 (Recommended)
Graffiti Protective Coatings Mesa, AZ	\$264,536.00
Goodwill Industries of Central Arizona, Inc. Phoenix, AZ	\$318,330.94
K.M. Facility Services, LLC Glendale, AZ	\$770,569.78

**DOLLAR LIMIT INCREASE RECOMMENDATION**

*A Mind for Detail Inc.*

Mesa, AZ

<b>Description</b>	
Contractor to supply all necessary items and services required to complete the work described in the specifications, which includes but is not limited to; labor, tools, equipment, permits, incidental supplies and materials, barricading. Bus Shelter Maintenance must be accomplished in accordance with the City of Mesa standards, specifications and pricing as offered	
Original Award 1/14/2013, Current Limit	\$264,285.00
Increase Request 7/1/2014	<u>\$52,410.00</u>
<b>New Annual Contract Amount</b> (through 1/31/2015, and 2/1/2015 through 1/31/2016)	<b><u>\$316,695.00</u></b>