



City Council Report

Date: November 17, 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: One-Year Renewal of the Term Contract for Window Cleaning Services for City Facilities as Requested by the Facilities Maintenance Department
(Citywide)

Purpose and Recommendation

Council is requested to approve the Renewal of the Term Contract for Window Cleaning Services for City Facilities as recommended.

Facilities Maintenance and Purchasing recommend authorizing a one-year renewal with Imperial Window Cleaning Inc. at \$65,000 annually, based on estimated requirements.

Background / Discussion

This contract provides a qualified window cleaning contractor including personnel, insurance, transportation, supplies and tools of the trade to clean the windows in City buildings.

On February 28, 2011, management approved the initial three-year contract with renewal options. On January 13, 2014, Council approved the first one-year renewal contract. This is the second and final one-year renewal option.

Imperial Window Cleaning Inc. offered to renew the contract maintaining pricing as originally bid in January 2011. The solicitation was completed as an RFP so price was only one factor considered for award, however, this Vendor was the lowest cost proposal by a significant margin. The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Alternatives

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

Fiscal Impact

The total amount of \$65,000 is available in the Facilities Maintenance operating budget.

Coordinated With

Facilities Maintenance and Purchasing

PURCHASING INFORMATION

Action: Renewal

Procurement Type: Request for Proposals

Solicitation Number: 2011103

Responses Received: Two

Initial Contract Term: Three Years

Renewal Term: 2 One-year renewals

Renewal Terms Remaining: None

Prices: The vendor has maintained pricing for the initial three-year term and 1 one-year renewal and has offered to execute the final renewal maintaining the original bid pricing.

Proposal Results:

Element (Maximum Points)	Imperial Window Cleaning, Inc. Gilbert, AZ	A-1 Window Cleaning, Inc. Mesa, AZ
Compliance with Specifications (100)	90	75
Company Experience (150)	150	140
Employees Experience (150)	100	150
Number of Qualified/Certified Employees (100)	100	25
References (200)	190	190
Equipment (50)	50	50
Cost/Price (250)	250	84
TOTAL (1,000)	930	714

No Bid responses received:

ProMarc Facility Management Services – Mesa, AZ

Clean Distinction – Gilbert, AZ

RENEWAL RECOMMENDATION

Imperial Window Cleaning Inc.
Gilbert, AZ

Description
Window Cleaning Services (Inside, Outside and Pressure Washing) per Terms and Conditions, Specifications and Pricing as offered Annual Contract Amount: <u>\$65,000</u>