



City Council Report

Date: June 26, 2017
To: City Council
Through: Mike Kennington, Chief Financial Officer
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 Custodial Services for the Parks, Recreation and Community Facilities Department as requested by Facilities Maintenance **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Dollar Limit Increase to the Term Contract for Custodial Services as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend authorizing a dollar limit increase of \$32,875.48 with Varsity Facility Services, increasing the annual contract amount from \$2,174,020.15 to \$2,206,895.63, for the third-year contract term.

Background / Discussion

This contract provides custodial services for City buildings. The contractor is responsible to provide personnel, insurance, transportation, supplies and tools of the trade to perform custodial cleaning tasks at City facilities on the scheduled days and frequencies as specified. These buildings house approximately 3,140 employees and 94,000 visitors per week. The City requires the contractor provide a high level of customer service in a timely and professional manner using industry standards for custodial services.

Facilities Maintenance is requesting the increase of \$32,875.48 (Amendment 7) for the addition of services at the Mesa Regional Dispatch Center (\$14,617.24) and an increase of services for the Mesa Center for Higher Education (\$18,258.24). The third-year term began on 3/1/2017. Contract Amendment No. 7 will increase the contract amount from \$2,174,020.15 to \$2,206,895.63.

Alternatives

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

Fiscal Impact

The annual contract amount is funded by the Parks, Recreation and Community Facilities Department - Facilities Maintenance operating budget.

Coordinated With

Parks, Recreation and Community Facilities Department - Facilities Maintenance, and Purchasing

PURCHASING INFORMATION

Action: Dollar Limit Increase

Procurement Type: Request for Proposals

Solicitation Number: 2014079

Responses Received: 7 (2 Non-Responsive, 1 Withdrawn)

Contract Term: 3/1/2016 through 2/28/2018

RFP Responses received on December 17, 2013

Crown Building Maintenance dba Able Building Maintenance – San Francisco, CA

GCA Services Group Mountain States, L.P. dba GCA Services Group, Inc. – Tempe, AZ

O.P.E.N. America, Inc. dba OpenWorks – Phoenix, AZ

Varsity Contractors dba Varsity Facility Services – Salt Lake City, UT

Non-Responsive – did not respond to Addendum #2

3H Service System – Acworth, GA

Caretakers Building Maintenance – Phoenix, AZ

Olympus Building Services, Inc. – Tempe, AZ - Withdrawn

PROPOSAL SCORING RESULTS

Elements / Possible Points	GCA Services Group	Varsity Facility Services	Open Works	Crown Building dba Able
Total Points / Maximum Points / 400	361	360	269	248

BEST AND FINAL OFFER SCORES

Elements / Possible Points	GCA Services Group	Varsity Facility Services
Total Points / Maximum Points / 400	361	<u>362</u>

DOLLAR LIMIT INCREASE RECOMMENDATION
Varsity Contractors dba Varsity Facility Services
Salt Lake City, UT

Description	
Custodial Services per Contract No. 2014079, Terms and Conditions, Specifications and Pricing as offered	
Year 3 Annual Contract Amount – Current Limit	\$1,951,719.32
Council approved Increase 4/3/2017 (Amendment 6 - Prop 206)	\$222,300.83
This Increase Request 6/19/2017 (Amendment 7)	<u>\$32,875.48</u>
New Annual Contract Amount (Year 3)	<u>\$2,206,895.63</u>