



City Council Report

Date: April 1, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal to the Term Contract with a One-Year Renewal Option for Window Cleaning Services for Citywide Buildings as requested by the Parks, Recreation and Community Facilities Department **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend authorizing the renewal with Imperial Window Cleaning, Inc., at \$97,925 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides window cleaning services for inside windows, outside windows, panes, frames and the attaching/supported hardware. The contract also includes services to clean building entrance and exit doors which helps to promote more sanitary conditions for the public and City staff, and pressure washing which is completed on an as requested basis. The contractor is required to have a 40' plus boom and/or scissor lift to reach various buildings' windows and pressure washing of Mesa Arts Center canopy sails. This contract supplies a necessary resource for maintaining the integrity and appearance of City buildings.

Imperial Window Cleaning, Inc. agreed to renew the contract under the same terms, conditions and current pricing. 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.

Purchase Information

Action: Renewal (1st of 2 possible)
Procurement Type: Request for Proposals
Contract Number: 2016046
Responses Received: 3
Original Award Date: 4/18/2016
Initial Contract Term: Three years
Funding Source: Parks, Recreation and Community Facilities – Facilities Maintenance operating budget