



# City Council Report

**Date:** July 1, 2019  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Three-Year Term Contract with Two Years of Renewal Options for Custodial Services for Parks and Sports Field Facilities for the Parks, Recreation and Community Facilities Department **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Parks, Recreation and Community Facilities Department and Budget and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from Carnation Building Service, Inc., at \$254,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract will provide City of Mesa parks and sports field patrons safe, clean (floor to ceiling), and sanitary restroom facilities that are free from trash and debris, and are sufficiently stocked with soap and paper goods at the City's 32 parks and sports field facilities.

This solicitation included the following three options:

1. Option requires the contractor to furnish all materials in addition to cleaning services. Parks Maintenance previously supplied and funded and all materials.
2. Option is for cleaning services only, leaving the expense and burden of the materials to Parks Maintenance.
3. Option requires the contractor to unlock parks restrooms between the hours of 4:30 a.m. and 8:30 a.m.

Parks Maintenance staff currently spends an average of 16 hours per week performing option 3. Utilizing a contractor will free up Parks staff to perform additional maintenance work. It is recommended that options 1 and 3 be awarded which will allow Parks Maintenance personnel to be utilized more effectively.

The City received ten proposals, of which all met the minimum qualifications. The evaluation committee then completed scoring the proposals based on the evaluation criteria in the solicitation. Award is being recommended to the highest scored respondent, Carnation Building Service, Inc. The evaluation was conducted by and points were awarded by consensus by the evaluation committee. The evaluation committee unanimously agreed on the recommendation.

## Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2019165

Local Consideration: Policy did not apply to this procurement method

Protests Received: One. A protest was received from Plan B Facility Services, LLC on June 12, 2019. The protest received was reviewed by Purchasing and on June 18, 2019, the Procurement Administrator denied the protest.

Initial Contract Term: Three years

Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department – Facilities Maintenance operating budget

## Proposal Responses

Bio Janitorial Service, Inc. - Glendale, AZ

Carnation Building Service, Inc. - Denver, CO

Clean Scene AZ, LLC - Chandler, AZ

Kimco Services – Atlanta, GA

Plan B Facility Services - Surprise, AZ

Service Link Commercial, LLC - Tempe, AZ

Streak Free Cleaning Services, LLC - Chandler, AZ

Sweezy Clean - Chandler, AZ

Villa 13 dba Trooper USA, LLC - Mesa, AZ

UBM Enterprise, Inc. - Dallas, TX

## Final Scoring

| Respondent                                     | Total Points Possible / 200 |
|------------------------------------------------|-----------------------------|
| Carnation Building Service, Inc. (Recommended) | <u>185.00</u>               |
| UBM Enterprise, Inc.                           | 154.28                      |
| Bio Janitorial Service, Inc.                   | 143.88                      |
| Sweezy Clean                                   | 137.81                      |
| Service Link Commercial, LLC                   | 124.32                      |
| Plan B Facility Services                       | 118.77                      |
| Clean Scene AZ, LLC                            | 106.62                      |
| Streak Free Cleaning Services, LLC             | 100.09                      |
| Villa 13 dba Trooper USA, LLC                  | 99.00                       |
| Kimco Services                                 | 89.47                       |