



City Council Report

Date: March 15, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/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 Window Cleaning and Power-Washing Services 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 Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from Imperial Window Cleaning at \$119,500 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract will provide window cleaning and power-washing services at 62 City facilities.

The City received four proposal responses of which, one was deemed as non-responsive. The evaluation committee evaluated the proposals in accordance with the City's established policies and procedures and completed the final scoring against the scoring criteria in the solicitation. The evaluation was conducted, and points were awarded by consensus by the evaluation committee.

Purchase Information

Action: Award
Procurement Type: Request for Proposals
Contract Number: 2021117
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Initial Contract Term: Three years
Possible Renewals: Up to a maximum of two years subject to Administrative review and approval
Funding Source: Parks, Recreation and Community Facilities Department – Facilities Maintenance operating budget

Proposal Responses

Imperial Window Cleaning, Inc. - Gilbert, AZ
Professional Window Cleaning - Tempe, AZ
Viewmaker, LLC dba, Squeegee Squad - Tempe, AZ

Non-Responsive Response received from:
Sunview Professional Window Cleaning, LLC - Phoenix, AZ (Did not submit any qualifications or proposed solution information as required by the RFP)

Final Scoring

Respondent	Total Points Possible / 500
Imperial Window Cleaning, Inc. (Recommended)	<u>411.85</u>
Viewmaker, LLC dba, Squeegee Squad	409.00
Professional Window Cleaning	344.71