



MEMORANDUM

To: Mayor Timothy Woerther and City Council Members

From: Ryan S. Thomas, City Administrator

Date: January 22, 2016

Re: Resolution #2016-04 – Contract for City Hall Custodial Services

Resolution #2016-04 has been placed on the January 25, 2016 City Council Agenda for authorization of a new contract for custodial services at City Hall (including the Police Precinct) and Old Pond School. A total of seven (7) bid proposals were received, with Accord Building Services providing the lowest bid:

Accord Building Services:	\$1,825/month	\$21,900/year
Corvus Janitorial:	\$1,838/month	\$22,056/year
ISS Facility Services:	\$2,040/month	\$24,480/year
Building Stars:	\$2,133/month	\$25,596/year
Janitron Professional Maintenance:	\$2,155/month	\$25,860/year
C.E. Berry Janitorial Service:	\$2,287/month	\$27,444/year
Stratus Building Solutions:	\$2,355/month	\$28,260/year
Current Contract (Stratus):	\$2,350/month	\$28,200/year
Cost Savings:	\$525/month	\$6,300/year

Recommendation:

Management is recommending a new contract with Accord Building Services for City custodial services, for an initial three (3) year term.

Reasons for Recommendation:

1. Accord Building Services provided the lowest bid, which will result in annual savings of \$6,300/year.
2. References for Accord Building Services have been reviewed, and positive feedback was received from their current clients.

I will be available for any comments or questions at the January 25, 2016 City Council Work Session.

RST

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