



CITY OF SACRAMENTO

DEPARTMENT OF GENERAL SERVICES

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CITY CLERKS OFFICE
CITY OF SACRAMENTO

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OFFICE OF THE DIRECTOR

August 13, 1986

GSA: 86097
APPROVED
BY THE CITY COUNCIL

FACILITY MAINTENANCE DIVISION
FLEET MANAGEMENT DIVISION
RISK MANAGEMENT & INS. DIVISION
SUPPORT SERVICES DIVISION

City Council
Sacramento, California

AUG 19 1986

Honorable Members in Session:

OFFICE OF THE
CITY CLERK
CO 86020

Subject: 1986-87 JANITORIAL SERVICE PROGRAM

CITY MANAGER'S OFFICE
RECEIVED
AUG 13 1986

SUMMARY

This report recommends that the City of Sacramento award a contract for janitorial and window services in the amount of \$126,497.04 to Able Building Maintenance Company.

BACKGROUND

In May 1986, both the Budget and Finance Committee and the City Council received reports on the unsatisfactory performance of the City's three janitorial and window service vendors. In June 1986, the City Council approved specifications and called for bids for new janitorial contractors. The current providers were prohibited from submitting a bid, due to the unacceptable quality of their services. The City Council expressed interest in awarding the contract to one vendor in each of the three established zones.

ANALYSIS

a. Outreach and Bid Information

Bids were invited from twenty-eight vendors and trade organizations. (A list is attached as Attachment 1.) These included women and minority-owned businesses and small family-owned companies. In fact, the due date of the bid was extended by the City Council in July, as a result of the high amount of interest generated. A total of three bids for janitorial services and two bids for window services were received. Of the five, Able Building Maintenance Company's (Able) bids for janitorial and window services were found to be the lowest responsible for all three zones. The other three vendors either failed to post a bid bond and/or submitted prohibitively high bids when evaluated by zone. (More detail on these bids is provided in Attachment 2.)

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b. Able Building Maintenance Company

Able Building Maintenance is a family-owned company with a Sacramento office established in 1982. It presently furnishes janitorial services for a number of businesses including IBM, McKesson Corporation and KSFM. These three companies were called by staff and all reported that Able's services were more than satisfactory.

Able is a union contractor and plans to draw needed janitorial staff from Service Employees International Union Local 22. All cleaning personnel are required to have six to twelve months experience for office cleaning and one to three years for floor work and window cleaning. Able will provide all staff with orientation tailored specifically to their work site, which will include instructions on safety precautions.

The vendor has a quality assurance and inspection program in place which more than meets the contract specifications. In addition, Able's Sacramento office manager and primary site supervisor was very highly regarded by all of the references checked by staff. The primary site supervisor and all other site supervisors will carry beepers and will provide a correction response of one day for any defective service.

Able's bid meets all the specifications for cleaning supplies and equipment and they have agreed to provide supplemental equipment as needed. The vendor has also expressed a willingness to provide janitorial and window services for any additional buildings that the City may add during the contract year, at a ceiling price of four cents per square foot.

FINANCIAL

The first year costs for this contract total \$ 126,497.04. This price includes window cleaning services for the 13th and I building, which was not included in the original specifications. If the City Council chooses to extend the contract with this vendor, based on satisfaction with their services and available funding, Able has agreed to provide the same services, for two years, at an increase of five percent per year.

RECOMMENDATION

Extensive effort was made to secure a responsible vendor for each of the three designated zones. The lowest responsible bidder, Able Building Maintenance Company, is a vendor who can service all zones and provide services not specified in the original contract.

It is therefore recommended that the City Council award a contract for Janitorial and window services in the amount of \$126,497.04 to Able Building Maintenance Company.

Respectfully submitted,

for Monica Hudson
Frank Mugartegui
Director of General Services

RECOMMENDATION APPROVED:

Walter J. Slipes
Walter Slipes
City Manager

All Districts
August 19, 1986

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RESOLUTION NO. 86-65 APPROVED

BY THE CITY COUNCIL

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

**RESOLUTION AWARDING A CONTRACT
FOR JANITORIAL SERVICES**

AUG 19 1986

**OFFICE OF THE
CITY CLERK**

WHEREAS, the City Council has reviewed the attached report from the Director of General Services and concur with his recommendations.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. A contract is hereby awarded to Able Building Maintenance in the amount of \$ 126,497.04 for the provision of janitorial and window services. The City Manager and City Clerk are hereby authorized to execute a contract for this service.

MAYOR

ATTEST:

CITY CLERK

ATTACHMENT 1

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TITLE OF BID: JANITORIAL AND WINDOW SERVICES FOR VARIOUS FACILITIES
 BID NO. 984

BID DATE: JULY 8, 1986

ESTIMATE: \$200,000.00

SUCCESSFUL BIDDER:

DATE OF AWARD:

CONTRACT NUMBER:

TOTAL PRICE OF AWARDED BID:

NAME OF FIRM	PHONE NUMBER	ADDRESS (INCLUDE ZIP CODE)
U. S. Government Advertiser		303 West 42nd Street New York, NY 10036
Eldridge Bid Reporter		1526 Park Blvd. West Sacramento, CA 95691
BidNet, Inc.		5 Choke Cherry Road Rockville, MD 20850-4030
Business Journal		2030 J Street Sacramento, CA 95814
Department of General Services Small & Minority Business Procurement Assistance Division Attention: Carolyn Travis		1812 - 14th Street, Room 200 Sacramento, CA 95814
Minority Business Exchange		1255 Post Street, Suite #625 San Francisco, CA 94109
Caldwell & Sons		7601 Sullivan Drive North Highlands, CA 95660
Lawson Moss		1984 Niantic Way Sacramento, CA 95822
Commercial Building Maintenance		6525 Elvas Avenue Sacramento, CA 95819
White Glove Janitorial Services		8693 Tiogawood Dr. Sacramento, CA 95828
River City Maint. Inc.		801 South River Road West Sacramento, CA 95691
Butler Building Services		8013 Livorna Way Fair Oaks, CA 95628
Dubs Janitorial Service		3328 Vienna Ave. Carmichael, CA 95608
Let's Talk Dirt		8732 Cayuga Court Orangevale, CA 95662

NAME OF FIRM	PHONE NUMBER	ADDRESS (INCLUDE ZIP CODE)
Quality Plus Service Co.		P. O. Box 661045 Sacramento, CA 95866
AAA Enterprises		9723A Folsom Blvd., Suite 220 Sacramento, CA 95827
ACE Janitorial		2711 Argolis Way Sacramento, CA 95826
Tony's Janitorial		2931 N. Meadows Place, #3 Sacramento, CA 95822
Brekke Building Maintenance		1507 21st Street, Suite 305 Sacramento, CA 95814
Moss Building Maintenance		6740 Arabella Way Sacramento, CA 95831
Mops & Brooms		7975 Grandstaff Drive Sacramento, CA 95823
Building Care of Sacramento		P. O. Box 1624441 Sacramento, CA 95816
Diamond Main Co., Inc.		303 West 42nd Street New York, NY 10036
National Building Maintenance		P. O. Box 162176 Sacramento, CA 95816
E. M. Services		4820 Liberty Circle Fair Oaks, CA 95628
James Earl Harris		P. O. Box 13784 Sacramento, CA 95853
Parkers Janitorial		5601 66th Avenue, Suite B Sacramento, CA 95831
Elite Janitorial Service		2400 18th Avenue Sacramento, CA 95820

Attachment 2

Bid No. 984 - Janitorial and Window Services

<u>Bidder</u>	<u>Zones</u>	<u>Service</u>	<u>Price*</u>
Able Building Maintenance Company	1,2,3	Janitorial Window	\$118,157 8,340
B & M Building Maintenance	1,2	Janitorial	96,720
Dial-One Caldwell & Sons	1,2,3	Janitorial	259,903
Commercial Building Maintenance	N/B		
Global Maintenance	1,2,3	Window	9,164
Moss Building & Maintenance	N/B		
Let's Talk Dirt	N/B		
Mops & Brooms	N/B		

* All prices are per year

Total Award of Contract To: Able Building Maintenance Company
601 University Avenue Suite 150
Sacramento, Ca 95825

Total Amount of Contract: \$ 126,497.04

Original Estimated Cost: \$ 200,000.00

User: City of Sacramento Facilities

Due Date: July 22, 1986