

Resolution 2003-130

AUTHORIZING CONTRACT NO. 2003-039 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF TWO YEARS IN AN AMOUNT NOT TO EXCEED \$500,000.00 (GENERAL FUND - SERVICE MANAGEMENT DEPARTMENT BUDGET).

WHEREAS, the bid of Anchor Cleaning Contractors located at 1966 West 52nd Street, Cleveland, OH 44102 for the furnishing of window, building and canopy cleaning for a period of two years, was received on the 30th of June 2003 for the unit prices set forth in an amount not to exceed five hundred thousand & 00/100 dollars (\$500,000.00); and

WHEREAS, said bid was the only responsive bid from a responsible bidder received in response to the solicitation; and

WHEREAS, Section 306.43 (C) (2) of the Ohio Revised Code provides that when only one responsive bid from a responsible bidder is received, the Authority may negotiate price with that bidder; and

WHEREAS, after negotiations, an amount of \$500,000.00 was accepted based on the contract requirements and unit prices bid for the provision on the window, building and canopy cleaning for a two year period; and

WHEREAS, the General Manager deems the offer of Anchor Cleaning Contractors, Inc. to be in the best interest of the Authority and recommends acceptance thereof by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Anchor Cleaning Contractors, Inc. for the furnishing of window, building and canopy cleaning for a two year period in an amount not to exceed five hundred thousand & 00/100 dollars (\$500,000.00) be and the same is hereby accepted as a responsive bid from a responsible bidder.

Section 2. That the General Manager of the Authority be and he is hereby authorized to enter into a contract with Anchor Cleaning Contractors, Inc. for the furnishing of window, building and canopy cleaning as specified.

Section 3. That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed five hundred thousand & 00/100 dollars (\$500,000.00).

Section 4. That said contract shall be binding upon and an obligation of the Authority; contingent upon appropriation of funds for future years; contingent upon compliance by the contractor to the Specifications and Addenda, if any: the Affirmative Action Plan adopted by the Board of Trustees in resolution 2003-107: bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

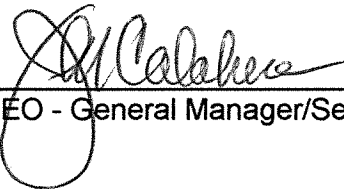
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Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: August 19, 2003



President

Attest: 

CEO - General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2003-039 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF TWO YEARS IN AN AMOUNT NOT TO EXCEED \$500,000.00 (GENERAL FUND - SERVICE MANAGEMENT DEPARTMENT BUDGET).	Resolution No.: 2003- 130
	Date: August 14, 2003
	Initiator: Service Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for the furnishing of window, building and canopy cleaning as specified.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority owns 24 facilities requiring weekly window washing, 22 locations requiring monthly cleaning and 11 locations requiring semi-annual washing of building exteriors and skylights, and 9 rail stairway canopies also requiring semi-annual cleaning. The contractor is responsible for providing the entire window, canopy and building washings at these locations. The total facilities over the previous contract have increased by 16 locations.
- 3.0 **PROCUREMENT BACKGROUND:** Solicitation packages were sent to fourteen potential bidders. Bids were opened on June 30, 2003 with Anchor Cleaning Contractors providing the only bid for this solicitation. Anchor is the incumbent contractor for this service and has much of the equipment necessary to perform the work as called for in the specifications. After further investigation it has been determined that there are limited vendors that have the necessary equipment to perform the services required.

The bid of Anchor Cleaning Contractors Inc. has been determined by the Procurement Department to be a responsive bid from a responsible bidder.

Ohio Revised Code Section 306.43(B) provides that in the case of a single bid being received, the Authority may negotiate the price bid with the vendor. Negotiations failed to achieve a price reduction from Anchor.

A price analysis has been performed and the Procurement Department has determined the price to be fair and reasonable to the Authority based on historic pricing to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 12% DBE goal was established for this procurement. Anchor Cleaning Contractors, Inc. has committed to achieve the goal through the utilization of the following DBE firm(s):

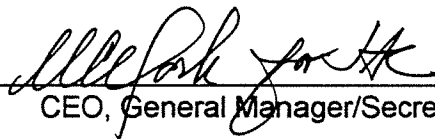
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DBE(s) Name/Address	DBE Category	Scope of Work	AMOUNT	PERCENT
J & J Management Systems Cleveland Hts., Ohio	African American Male	Window Cleaning	\$60,000.00	12%
Total DBE Participation			\$60,000.00	12%

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: That said contract shall be payable out of the General Fund, Service Management Department budget in the amount of five hundred thousand & 00/100 dollars (\$500,000.00). The cost for the remainder of 2003 will be \$111,960.06 which is within the budgeted amount for the year.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would delay the procurement of the services and risk effect on public perception and employee morale resulting from unclean windows and canopies. The Authority currently does not have the manpower to do this work in-house and therefore if this recommendation is rejected the cleaning would not be done.
- 8.0 RECOMMENDATION: It is recommended that the Board adopt the resolution authorizing the CEO, General Manager/Secretary-Treasurer to enter into a contract with Anchor Cleaning Contractors, Inc. for a period of two (2) years.
- 9.0 ATTACHMENTS: No Attachments.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer