

RESOLUTION NO. 2005-177

AUTHORIZING CONTRACT NO. 2005-142 WITH CARDINAL WINDOW CLEANING, CO. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$523,656.00 (GENERAL FUND - SERVICE MANAGEMENT DEPARTMENT BUDGET).

WHEREAS, the Authority requires the services of a professional cleaning company for the continued maintenance of the Authority's windows, canopies and buildings; and

WHEREAS, the bid of Cardinal Window Cleaning, Co. located at 26822 East Oviatt Road, Bay Village, OH 44140 for the furnishing of window, building and canopy cleaning for a period of three years, was received on December 6, 2005 for the unit prices set forth in said bid, in an amount not to exceed five hundred twenty-three thousand six hundred fifty-six & 00/100 dollars (\$523,656.00); and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Cardinal Window Cleaning, Co. to be the lowest responsive bid from a responsible bidder for said services 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 bid of Cardinal Window Cleaning, Co. for the furnishing of window, building and canopy cleaning for a period of three years be and the same is hereby accepted as a responsive bid from a responsible bidder.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Cardinal Window Cleaning, Co. for the furnishing of window, building and canopy cleaning, as specified, for a period of three years.

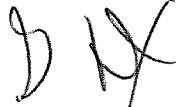
Section 3. That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed five hundred twenty-three thousand six hundred fifty-six & 00/100 dollars (\$523,656.00) for a period of three years.

Section 4. That said contract shall be binding upon and an obligation of the Authority, contingent upon appropriation of funds for future years, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in resolution 2005-051; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Cardinal Window Cleaning, Co. will attempt to exceed the 12% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: December 20, 2005



President

Attest: 

CEO - General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2005-142 WITH CARDINAL WINDOW CLEANING, CO. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$523,656.00 (GENERAL FUND - SERVICE MANAGEMENT DEPARTMENT BUDGET).	Resolution No.: 2005-177
	Date: December 15, 2005
	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, for a period of three years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority owns 24 facilities requiring weekly window washing, 22 locations requiring monthly cleaning, 11 locations requiring semi-annual washing of building exteriors and skylights and 9 locations requiring semi-annual cleaning of rail stairway canopies. The contractor is responsible for the entire window, canopy and building washings at each of these locations.
- 3.0 **PROCUREMENT BACKGROUND:** The solicitation was posted on the procurement web site and advertised in the local newspapers. Eighteen potential vendors downloaded the bid packages with three bidders responded. Bids were opened on December 6, 2005 with the following results:

<u>Company</u>	<u>Bid Amount</u>
Cardinal Window Cleaning, Co. 26822 East Oviatt Road Bay Village, OH 44140	\$523,656.00 (3 years) \$174,552.00 (per year)
Anchor Cleaning Contractors 1966 West 52 nd Street Cleveland, OH 44102	\$534,890.88 (3 years) \$178,296.96 (per year)
Penn Window Cleaning Company 842 Fifth Avenue Coraopolis, PA 15108	\$553,260.00 (3 years) \$184,420.00 (per year)

The Basis of Award is for the lowest responsive and responsible bid received from a responsible bidder. The bid of Cardinal Window Cleaning, Co. has been determined by the Procurement Department to be a responsive bid from a responsible bidder.

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.

Staff Summary & Comments
Window, Building & Canopy Cleaning
Page 2

4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 12% DBE goal was established for this procurement. Cardinal Window Cleaning has committed to exceed the goal through the utilization of the following DBE firm(s):

DBE(s) Name/Address	DBE Category	Scope of Work	Amount	Percent
Bean & Bennett Enterprises Highland Heights, OH	African American Male	Window, Building Canopy Cleaning	\$73,476.00	14%
		Total DBE Participation:	\$73,476.00	14%

5.0 POLICY IMPACT: Does not apply.

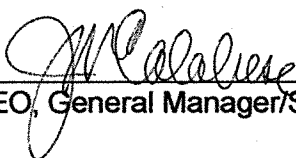
6.0 ECONOMIC IMPACT: That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed five hundred twenty-three thousand six hundred fifty-six & 00/100 dollars (\$523,656.00) for a period of three years. The annual amount of the new contract is approximately 30% below the annual amount of the previous contract resulting in an approximate savings of \$75,000.00 per year.

7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would delay the procurement of these services and could cost the Authority additional monies to re-solicit with no guarantee of a better price. The Authority currently does not have the manpower to do this work in-house, therefore, routine cleaning would be delayed.

8.0 RECOMMENDATION: It is recommended that the offer of Cardinal Window Cleaning Co. be accepted and a resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.

9.0 ATTACHMENTS: None.

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



 CEO, General Manager/Secretary-Treasurer