

RESOLUTION NO. 2007-21

AUTHORIZING CONTRACT NO. 2006-118 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$308,628.00 (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 building cleaning at its facilities; and

WHEREAS, a recent change in the required specifications for these services required the Authority to re-solicit this contract; and

WHEREAS, the bid of Anchor Cleaning Contractors, Inc. located at 1966 West 52nd Street, Cleveland, OH 44102 for the furnishing of window, building and canopy cleaning for a period of three years, was received on January 16, 2007 for the unit prices set forth in said bid, resulting in an amount not to exceed three hundred eight thousand six hundred twenty-eight & 00/100 dollars (\$308,628.00) for a three year period; and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Anchor Cleaning Contractors, Inc. 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 Anchor Cleaning Contractors, Inc. for the furnishing of window, building and canopy cleaning for a three year period 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 Anchor Cleaning Contractors, Inc. for the furnishing of window, building and canopy cleaning, as specified.

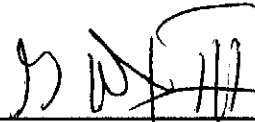
Section 3. That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed three hundred eight thousand six hundred twenty-eight & 00/100 dollars (\$308,628.00) for a three year period.

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 2006-077; 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 Anchor Cleaning Contractors, Inc. will attempt to exceed the 14% minimum DBE goal assigned to this procurement.

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

Adopted: February 20, 2007



President

Attest: 

CEO - General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2006-118 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$308,628.00 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)	Resolution No.: 2007-21
	Date: February 15, 2007
	Initiator: Service Management Department

ACTION REQUEST:
 Approval Review/Comment Information Only 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, 11 locations requiring semi-annual washing of building exteriors and skylights and 9 rail stairway canopies also requiring semi-annual cleaning. The current contract is with Cardinal Window Cleaning who is responsible for providing the entire window, canopy and building washings at these locations. The addition of the new Triskett Garage along with some requested changes in the description and frequency of cleaning at other various locations made it cost prohibitive to continue with the current contract. A decision was made by Service Management and Procurement to re-solicit for these services.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the procurement web site and advertised in the local newspapers. Notification was also sent to fourteen (14) potential vendors. Nineteen (19) potential vendors downloaded the bid package and three (3) bidders responded on January 16, 2007 as follows:

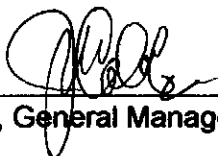
<u>Company</u>	<u>Bid Amount</u>
Anchor Cleaning Contractors 1966 West 52 nd Street Cleveland, OH 44102	\$102,876.00 (per year) \$308,628.00 (3 years)
Cardinal Window Cleaning, Co. 26822 East Oviatt Road Bay Village, OH 44140 Total Bid Price	\$160,000.00 (1st year) \$155,000.00 (2 nd year) \$150,000.00 (3 rd year) \$465,000.00 (3 years)
All-Pro Window Cleaning, Inc. 3081 W16th St. Cleveland, Oh 44113	\$203,954.00 (per year) \$611,862.00 (3 years)

The Basis of Award is for the lowest responsive and responsible bid received from a responsible bidder. The bid of Anchor Cleaning Contractors, Inc. 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.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 14.0% DBE goal was established for this procurement. Anchor Cleaning Contractor, Inc. has committed to 19.8% DBE participation goal through the utilization of Quality Kleen Plus in an amount of at least \$20,332 during the base contract period as well as each of the two option years for a total of \$60,996.00
- 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 three hundred eight thousand six hundred twenty-eight & 00/100 dollars (\$308,628.00) for a three year period. The cost is 60% below the budgeted cost for the year 2007 and below previous prices paid by the Authority. This lower cost is a result of reviewing and redefining the specifications for the work that is necessary and required by the Authority.
- 7.0 **ALTERNATIVES:** Reject this bid. Rejection of this bid would delay the procurement of these services and risk the effect of public perception and low employee morale resulting from unclean windows and canopies. It would also cause the Authority to expend additional funds for these services. The Authority does not have the manpower to do this work in-house.
- 8.0 **RECOMMENDATION:** It is recommended that the offer of Anchor Cleaning Contractors, Inc. be accepted and the 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