

RESOLUTION NO. 2010-23

AUTHORIZING CONTRACT NO. 2010-002 WITH UNITED CLEANING CONTRACTORS, LLC FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$306,987.00 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires the services of a professional cleaning company for the continued cleaning of the Authority's windows, building, and canopies at our facilities; and

WHEREAS, the bid of United Cleaning Contractors, LLC located at 3625 Independence Road., Cleveland, OH 44105 for the furnishing of window, building and canopy cleaning for a period of three (3) years, was received on March 11, 2010 for the unit prices set forth in said bid, in an amount not to exceed three hundred six thousand nine hundred eighty-seven & 00/100 dollars (\$306,987.00); and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of United Cleaning Contractors, LLC 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 United Cleaning Contractors, LLC for the furnishing of window, building and canopy cleaning 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 United Cleaning Contractors, LLC for the furnishing of window, building and canopy cleaning 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 three hundred six thousand nine hundred eighty-seven & 00/100 dollars (\$306,987.00) 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 2009-023; 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 United Cleaning Contractors, LLC will attempt to exceed the 18% minimum DBE goal assigned to this procurement.

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

Adopted: April 20, 2010

Attest: 
CEO, General Manager/Secretary-Treasurer


President



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: CONTRACT: CLEANING OF THE AUTHORITY'S WINDOWS, BUILDINGS AND CANOPIES VENDOR: UNITED CLEANING CONTRACTORS, LLC AMOUNT: NOT TO EXCEED \$306,987.00 FOR THREE-YEAR PERIOD	Resolution No.: 2010-23
	Date: April 15, 2010
	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, 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.
- 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 thirteen potential vendors. Nineteen potential vendors downloaded the bid packages with four bidders responding. Bids were opened on March 11, 2010 with the following results:

<u>Company</u>	<u>Bid Amount</u>
United Cleaning Contractors, Inc. 3625 Independence Rd Cleveland, OH 44105	\$306,987.00 (3 years) \$102,329.00 (per year)
YBM, Inc. 4754 Broadview Rd. Cleveland, Oh 44109	\$350,670.00 (3 years) \$116,890.00 (per year)
Cardinal Window Cleaning, Co. 26822 East Oviatt Road Bay Village, OH 44140	\$389,925.00 (3 years) \$129,975.00 (per year)

The Basis of Award is to the lowest responsive and responsible bid received from a responsible bidder. The bid of United Cleaning Contractor, LLC 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.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have met. An 18% DBE participation goal was established for this procurement. United Cleaning Contractors, LLC has committed to achieving the goal through the utilization of Women on Wheels, Inc. (African-American Female) in the amount of \$60,725 or 20%.
- 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 six thousand nine hundred eighty-seven & 00/100 dollars (\$306,987.00) for a period of three years. The bid is 2% below the budget cost for year 2010 and below the previous contract pricing.
- 7.0 ALTERNATIVES: Reject this bid. Rejection of this bid would delay the procurement of these services and risk negative 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. Therefore, if this bid is rejected, Authority window, building, and canopy cleaning will not be completed.
- 8.0 RECOMMENDATION: It is recommended that the bid of United Cleaning Contractors, LLC 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