

RESOLUTION NO. 2011-98

AUTHORIZING CONTRACT NO. 2011-134 WITH ANCHOR CLEANING CONTRACTORS, FOR CLEANING SERVICES FOR THE GATEWAY WALKWAY, AS SPECIFIED AND AS REQUIRED, FOR A PERIOD OF THREE (3) YEARS WITH TWO, ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$255,420.00 FOR THE BASE TERM AND \$85,140.00 FOR EACH OPTION YEAR FOR A TOTAL AMOUNT OF \$425,700.00 (GENERAL FUND, RAIL DISTRICT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority requires the services of a cleaning company for the continued maintenance of the Gateway Walkway facility; and

WHEREAS, the bid of Anchor Cleaning Contractors, located at 1966 West 52<sup>nd</sup> Street, Cleveland, OH 44102, for the furnishing of cleaning services for the Gateway Walkway, as specified and as required, for a period of three (3) years with two, one-year options, was received on October 24, 2011; and

WHEREAS, said bid was the lowest responsive and responsible bid received in response to the solicitation; and

WHEREAS, the General Manager/Secretary-Treasurer deems the bid of Anchor Cleaning Contractors to be a responsive bid from a responsible bidder 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, for cleaning services for Gateway Walkway as specified and as required, be and the same is hereby accepted.

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 for the furnishing of cleaning services for the Gateway Walkway, as specified and as required, for a period of three (3) years with two one-year options, exercisable by the General Manager/Secretary-Treasurer for each option year.

Section 3. That said contract shall be funded through the General Fund, Rail District Department budget, in an amount not to exceed two hundred fifty five thousand four hundred twenty & 00/100 dollars (\$255,420.00) for the base term and in an amount not to exceed eighty-five thousand one hundred forty & 00/100 dollars (\$85,140.00) for each option year for a total amount not to exceed four hundred twenty five thousand seven hundred & 00/100 dollars (\$425,700.00) for the contract.

Section 4. That said contract shall be binding upon and an obligation of the Authority, contingent upon appropriation of funds for future years and compliance by the contractor to the Specifications and Addenda; if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2011-034; 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 will attempt to exceed the 15% minimum DBE goal assigned to this procurement.

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

Adopted: November 15, 2011

  
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President

Attest:   
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CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

<b>CONTRACT:</b> GATEWAY WALKWAY CLEANING – THREE YEARS WITH TWO, ONE-YEAR OPTIONS  <b>VENDOR:</b> ANCHOR CLEANING CONTRACTORS  <b>AMOUNT:</b> TOTAL CONTRACT AMOUNT NTE \$255,420.00 FOR THE BASE CONTRACT AND \$85,140.00 FOR EACH OPTION YEAR FOR A TOTAL OF \$425,700.00.	<b>Resolution No.:</b> 2011-98
	<b>Date:</b> November 10, 2011
	<b>Initiator:</b> Rail District
<b>ACTION REQUEST:</b> <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 cleaning services for the Gateway Walkway, as specified and as required, for a period of three (3) years with the Authority retaining two, one-year options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This project includes custodial services at the Walkway to Gateway on an as needed basis at each and every event, and for cleaning at periodic intervals per the contract specifications. This contract enables the Authority to keep the Walkway clean for the benefit of our customers, employees and the general image of the Authority.
- 3.0 **PROCUREMENT BACKGROUND:** The Invitation for Bid (IFB) was posted on the procurement web site and advertised in the local newspapers. Nineteen (19) parties reviewed the solicitation. Four (4) responsive bids were received on October 24, 2011. The bids were as follows:

<u>Company</u>	<u>Base term</u>	<u>2 Option years</u>	<u>Total</u>
Anchor Cleaning Contractors Cleveland, Ohio	\$255,420.00	\$170,280.00	\$425,700.00
United Cleaning Contractors Cleveland, Ohio	\$280,380.00	\$186,920.00	\$467,300.00
Scioto Services Marysville, Ohio	\$285,600.00	\$190,400.00	\$476,000.00
YBM Inc Cleveland, Ohio	\$288,000.00	\$192,000.00	\$480,000.00

A price analysis was performed and the Procurement Department has determined the bid from Anchor Cleaning Contractors to be fair and reasonable to the Authority. The bid price is 19.5% below the estimate.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All affirmative action requirements have been met. A 15% DBE goal was established for this procurement. Anchor Cleaning Contractors, Inc. has committed to achieving the goal through the utilization of QKP Services, LLC (African-American Owned) in the amount of \$38,313 or 15%
- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Rail District Department budget in an amount not to exceed two hundred fifty five thousand four hundred twenty & 00/100 dollars (\$255,420.00) for the base term and eighty-five thousand one hundred forty & 00/100 dollars (\$85,140.00) for each option year for a total amount of four hundred twenty five thousand seven hundred & 00/100 dollars (\$425,700.00). The bid price is 19.5% below the estimate.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would cause delays in the procurement of services and would cause the Authority to perform this service with its janitorial staff in a reduced capacity.
- 8.0 RECOMMENDATION: It is recommended that the bid of Anchor Cleaning Contractors 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.

  
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CEO, General Manager/Secretary-Treasurer