

RESOLUTION NO. 2013-17

AUTHORIZING CONTRACT NO. 2013-004 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR THREE YEARS, AS SPECIFIED, AT A TOTAL PRICE NOT TO EXCEED \$261,561.00 (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, buildings and canopies at our facilities; and

WHEREAS, the bid of Anchor Cleaning Contractors, Inc. located at 3625 Independence Road, Cleveland, OH 44102 for the furnishing of window, building and canopy cleaning for a period of three years, as specified, was received on March 4, 2013 for the unit prices set for in said bid, in an amount not to exceed two hundred sixty-one thousand five hundred sixty-one & 00/100 dollars (\$261,561.00); 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 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 for a period of three years, as specified.

Section 3. That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed two hundred sixty-one thousand five hundred sixty-one & 00/100 dollars (\$261,561.00) 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 No. 2012-036; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

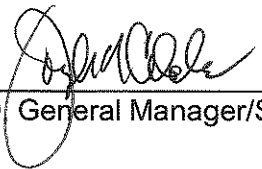
Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Anchor Cleaning Contractors, Inc. will exceed the 20% minimum DBE goal assigned to this project.

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

Adopted: March 19, 2013



President

Attest: 

CEO General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR A PERIOD OF THREE YEARS, AS SPECIFIED VENDOR: ANCHOR CLEANING CONTRACTORS, INC. AMOUNT: NOT TO EXCEED \$261,561.00	Resolution No.: 2013-17
	Date: March 14, 2013
	Initiator: Service Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval Review/Comment Information Only Other _____	

1.0 PURPOSE/SCOPE: This resolution 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 has 13 facilities requiring weekly window washing, 11 locations requiring bi-weekly window washing, 17 locations requiring monthly window washing, 3 locations requiring quarterly window washing, 4 locations requiring semi-annual washing to building exteriors, 4 locations requiring annual washing to building exteriors, and 8 rail stairway canopies requiring semi-annual cleaning. The contractor is responsible for providing the entire window, building and canopy washings at these locations. A summary of the facility locations and service information is attached.

3.0 PROCUREMENT BACKGROUND: The Invitation for Bid (IFB) was posted on the GCRTA web site and advertised in the local newspapers. Twenty-eight potential vendors downloaded the bid packages with two bidders responding. Bids were opened on March 4, 2013 with the following results:

<u>Company</u>	<u>Bid Amount</u>
Anchor Cleaning Contractors, Inc. 1966 West 52 nd Street Cleveland, OH 44102	\$261,561.00
United Cleaning Contractors, LLC. 3625 Independence Road Cleveland, OH 44105	\$308,787.00

The Basis of Award is to the lowest responsive 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 that the price is fair and reasonable to the Authority based upon historic pricing.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 20% DBE goal was established for this procurement. Anchor Cleaning Contractors, Inc. has committed to meet the DBE goal through the utilization of QKP Services, LLC (African American owned) in the amount of \$52,572 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 two hundred sixty-one thousand five hundred sixty-one & 00/100 dollars (\$261,561.00) for a period of three years. The bid is 30% below the independent cost estimate and 15% 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 moral resulting from unclean windows, buildings and canopies. It would also cause the Authority to expend additional funds for these services. The Authority does not have the equipment or 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 Anchor Cleaning Contractors, Inc. be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: Summary of Facility Locations and Services.

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



CEO/General Manager/Secretary-Treasurer

GCRTA FACILITY CLEANING SERVICES

Weekly Schedule Report

Date:

Completed by:

Weekly Window Cleaning	Date/time Planned	Date/time Completed
Airport Rapid Station		
Brookpark Rapid Station		
Puritas Rapid Station		
Tower City Rapid Station		
University Rapid Station		
Triskett Rapid Station		
West Park Rapid Station		
West 117th Rapid Station		
West 98th Rapid Station		
E. 34th Rapid Station		
Shaker Square Rapid Station		
Superior Rapid Station		
E. 55th Rapid Station		
Bi-Weekly Window Cleaning		
Windermere Rapid Station		
East 105th Rapid Station		
East 79th Rapid Station Light		
East 79th Rapid Station Heavy		
West 25th Street Rapid Station		
W 65th ECO Village Rapid Station		
Settlers Landing Rapid Station		
East Bank Rapid Station		
East 9th Street Rapid Station		
W 25th Ohio City RTS		
Browns - West 3 rd		
Monthly Window Cleaning		
Hayden District		
Paratransit Shop (Including Shop, garage and round windows on Euclid Ave. Wall)		
Revenue Building		
Central Bus Maintenance		
Central Rail Maintenance Building		
Rail Equipment Shop(Including all glass doors and 2nd floor windows)		
Service Building (Including all glass door and 2nd floor windows)		
Rail Headquarters Building & support building (including all gates, doors and 2nd floor window, tower, kitchen/locker room and Transit Police)		
Triskett Rapid Station – To include all weekly cleaning duties in addition to stairway glass on the west and east sides, all panels from the floor to the ceiling .		

GCRTA FACILITY CLEANING SERVICES

Weekly Schedule Report

Date:

Completed by:

Triskett Garage including sky lights.		
West Park Training Center		
Southgate Transit Center		
Westgate Transit Center		
Euclid Transit Center		
North Olmsted Transit Center		
Parma Transit Center		
Root-McBride Lobby, Concourse, conference room, communications center including slanted glass, and the Transom glass above the lobby doors in the Main Lobby		
Quarterly Window Washing		
Main Office, 1240 W. 6 th Street Interior and exterior wall windows and exterior of building, including glass globes, lanterns and the canopy on the exterior of the lobby. Include, the washing of partition glass of each floor and elevator lobbies and entranceways		
1. Woodhill – Includes all interior and exterior windows throughout the facility, including, but not limited to, all overhead door windows, main doors and waiting areas and offices. Post, mullions, and frames are to be wipe washed and wiped dry (clean). Excluded is the Exterior Washing of the Building.		
Semi-Annual Washing of Building Exteriors		
Central Bus Maintenance Facility 2500 Woodhill Road (building, inventory canopy, interior and exterior skylights). Exterior pre-cast walls - Avoid high pressure spray and direct water pressure on deteriorated sealant of the control joints		
Harvard District Facility 2501 Harvard Ave		
Hayden District Facility 1661 Hayden Avenue		
Shaker Square Buildings (spandrel panels)		
Annual Washing of Building Exteriors		
Rail Headquarters Building 5400 Grand Avenue		
Central Rail Maintenance Building (Rail Equipment Shop) 6200 Grand Avenue The Complete Building		
Service Building 6000 Grand Avenue The Complete Building		
Triskett District Facility 13405 Lakewood Hts. Blvd.		

GCRTA FACILITY CLEANING SERVICES

Weekly Schedule Report

Date:

Completed by:

Semi-Annual Cleaning of Rail Stairway Canopies	Date/time Planned	Date/time Completed
E. 34 th Street Station		
E. 79 th Street Station		
Buckeye/Woodhill		
E. 116 th Street Station		
Shaker/Warrensville		
Shaker/Green		
VanAken/Lee Road		
Warrensville/VanAken		