

RESOLUTION NO. 2016-77

AUTHORIZING CONTRACT NO. 2016-095 WITH ANCHOR CLEANING CONTRACTORS, INC. FOR THE FURNISHING OF WINDOW, BUILDING AND CANOPY CLEANING FOR THREE YEARS, AS SPECIFIED, IN AN AMOUNT NOT TO EXCEED \$232,608.00 (GENERAL FUND, SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority requires window, building and canopy cleaning services; and

WHEREAS, the bid of Anchor Cleaning Contractors, Inc. located at 1966 West 52nd Street, Cleveland, Ohio 44102 for the furnishing of window, building and canopy cleaning for a period of three years, as specified, was received on August 16, 2016 for the unit prices set forth in said bid, in an amount not to exceed \$232,608.00; and

WHEREAS, the CEO, 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.

Section 2. That the CEO, 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, for a period of three years.

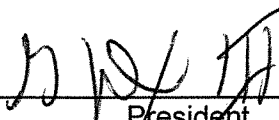
Section 3. That said contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed \$232,608.00 for a period of three years.


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. 2015-076; 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 13% minimum DBE goal assigned to this project.

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

Adopted: September 27, 2016

  
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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>TITLE/DESCRIPTION:</b> <b>CONTRACT:</b> FURNISHING OF WINDOW, BUILDING & CANOPY CLEANING, AS SPECIFIED, FOR A PERIOD OF THREE YEARS <b>VENDOR:</b> ANCHOR CLEANING CONTRACTORS, INC. <b>AMOUNT:</b> AMOUNT NTE \$232,608.00 FOR THREE YEAR PERIOD	<b>Resolution No.:</b> 2016-77
	<b>Date:</b> September 22, 2016
	<b>Initiator:</b> Service Management Department
<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 resolution 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 has 24 facilities requiring bi-weekly window washing, 16 locations requiring monthly window washing, 3 locations requiring quarterly window washing, 4 locations requiring semi-annual washing of building exteriors, 4 locations requiring annual washing of building exteriors, and 8 rail stairway canopies requiring annual cleaning. The contractor is responsible for providing all window, building and canopy cleanings 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. Ten interested parties downloaded the bid package with two bidders responding. Two responsive bids were opened on August 16, 2016 with the following result:

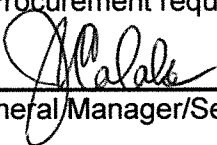
<u>Company</u>	<u>Bid Amount</u>
Anchor Cleaning Contractors, Inc. 1966 West 52 <sup>nd</sup> Street Cleveland, OH 44102	\$232,608.00
Premier Window Cleaning, LLC. 3043 Chadbourne Road Cleveland, OH 44120	\$243,999.00

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. Anchor Cleaning Contractors, Inc. is the current contractor and has been performing with satisfactory results. The bid is 43% below the independent cost estimate and 11% below the previous contract pricing.

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 13% DBE goal was established for this procurement. Anchor Cleaning Contractors, Inc has committed to achieving the DBE participation goal through the utilization of QKP Services, LLC (African American) in the amount of \$30,239.04 or 13%.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the General Fund, Service Management Department budget in an amount not to exceed \$232,608.00 for a period of three years.
- 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, 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 CEO, 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.

  
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CEO, General Manager/Secretary-Treasurer

# GCRTA FACILITY CLEANING SERVICES

## Weekly Schedule Report

Date:

Completed by:

<b>Bi-Weekly Window Cleaning</b>	<b>Date/time Planned</b>	<b>Date/time Completed</b>
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 Boulevard - Cudell Rapid Station		
E. 34th Rapid Station		
Shaker Square Rapid Station		
Superior Rapid Station		
E. 55th Rapid Station		
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		
Flats East Bank Rapid Station		
East 9th Street Rapid Station		
W 25th Ohio City RTS		
Browns - West 3 <sup>rd</sup>		
<b>Monthly Window Cleaning</b>	<b>Date/time Planned</b>	<b>Date/time Completed</b>
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		
<b>Quarterly Window Washing</b>	<b>Date/time Planned</b>	<b>Date/time Completed</b>
1.Main Office, 1240 W. 6 <sup>th</sup> 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		
2.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.		
3.Harvard, includes all interior and exterior windows throughout the facility including but not limited to all overhead doors, windows, main doors and waiting areas and offices. Post, mullion and frames are to be wiped washed and cleaned.		
<b>Semi-Annual Washing of Building Exteriors</b>	<b>Date/time Planned</b>	<b>Date/time Completed</b>
1.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		
2.Harvard District Facility 2501 Harvard Ave		
3.Hayden District Facility 1661 Hayden Avenue		
4.Shaker Square Buildings (spandrel panels)		

# GCRTA FACILITY CLEANING SERVICES

## Weekly Schedule Report

Date:

Completed by:

Annual Washing of Building Exteriors	Date/time Planned	Date/time Completed
1. Rail Headquarters Building 5400 Grand Avenue		
2. Central Rail Maintenance Building (Rail Equipment Shop) 6200 Grand Avenue The Complete Building		
3. Service Building 6000 Grand Avenue The Complete Building		
4. Triskett District Facility 13405 Lakewood Hts. Blvd.		
Annual Cleaning of Rail Stairway Canopies	Date/time Planned	Date/time Completed
1. E. 34 <sup>th</sup> Street Station		
2. E. 79 <sup>th</sup> Street Station		
3. Buckeye/Woodhill		
4. E. 116 <sup>th</sup> Street Station		
5. Shaker/Warrensville		
6. Shaker/Green		
7. VanAken/Lee Road		
8. Warrensville/VanAken		