



Legislation Text

File #: R2024-062, Version: 1

Consider approving Resolution No. 2024-062, authorizing the City Manager to award the annual janitorial contract to CTJ Maintenance, Inc., in the amount of \$671,431; and take appropriate action.

BACKGROUND:

The City currently outsources professional janitorial services due to the cost reduction compared to in-house employees and they also have expertise in addition to equipment. This professional janitorial services contract will serve City facilities, including, but not limited to, Fire Administration, Justice Center, Detention Center, Venue 1842, City Hall, Recreation Center, Historical Park, and other city facilities.

The City issued Bid No. 24-08 on January 17, 2024, for the annual contract for janitorial services. The Facilities Department received three bids. Based on references, price points, and prior experience, CTJ Maintenance, Inc. was chosen. The original bid is \$662,993. Additionally, the submitted contract represents an increase of 1.38% for a base annual contract amount of \$671,431 to accommodate the current full-time porter hourly wage in the industry. Seasonal porter hours vary and are consistent with summer activities provided to the residents. Supply provisions such as toilet paper, cleaning supplies, and equipment vary depending on usage and the current price of the products.

The lower bid was not selected due to the absence of a no-bid bond that was not included, and the pricing only included one full-time porter. Additionally, the chosen bid's references were lower than the chosen bids, and they handled more commercial work and had little to no detention facility cleaning experience.

FISCAL IMPACT:

The budgeted financial impact to the Fleet and Facilities Department is \$671,431, plus the costs of certain hourly services and the provision of supplies.

DISTRICT:

Citywide

POSSIBLE COUNCIL ACTION:

1. I move to approve Resolution No. 2024-062, as presented.
2. I move to approve Resolution No. 2024-062, with modifications.
3. I move to table the issue for further study or take no action.

ATTACHMENT(S):

1. Resolution No. 2024-062
2. CTJ Maintenance, Inc. Contract
3. Bid 24-08 Tabulation
4. CTJ Maintenance Bid
5. Presentation

