

Agenda Item Summary

Item No. 8b(2)

Council Meeting Date

September 17, 2024

Department

Public Works

Submitted By

Dan Ballard

Agenda Section

Consent

Name and address of person(s) or business(es) this item affects:

Cleaning Solutions, LLC
1975 Mall Blvd. Suite 105
Auburn, Alabama 36830

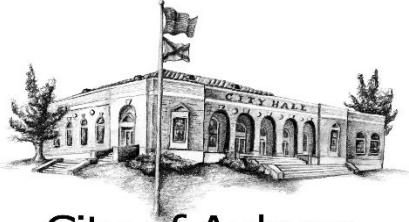
Description of item under consideration

Resolution authorizing the City Manager to execute a contract with Cleaning Solutions, LLC, for the provision of janitorial services at eleven (11) City of Auburn facilities. The base contract shall be formulated on unit prices to provide regular basic cleaning services as well as individual "per request" cleaning services. Further, City facilities with in-house custodial personnel shall receive services on an individual "per request" basis. The contract shall be for a term of one (1) year with the option to renew for two (2) additional 1-year terms.

Why is Council action needed?

Council action is needed to authorize purchases in excess of \$30,000.

Is this a budgeted item?: Yes



City of Auburn
Home of Auburn University

MEMORANDUM

TO: Megan McGowen Crouch, City Manager

THROUGH: Keith Williams, Executive Director of Public Services

FROM: Daniel Ballard, Public Works Director

DATE: September 9, 2024

SUBJECT: Janitorial Services for City of Auburn and Water Works Board Facilities

The Public Works Department is requesting City Council approval to enter a contract with Cleaning Solutions, LLC, for the provision of janitorial services at eleven (11) City of Auburn facilities. The base contract shall be based on unit prices to provide regular basic cleaning services as well as "per request" cleaning services. Current City facilities with in-house custodial personnel may receive services on a "per request" basis. The contract shall be for a term of one (1) year with the option to renew for two (2) additional 1-year terms.

The City of Auburn advertised for bidding the costs of labor, equipment, and materials necessary to provide janitorial services for eleven (11) City of Auburn facilities. The following bids were received on September 5, 2024:

<u>Janitorial Contractor:</u>	<u>Lump Sum of Basic Cleaning Daily Rates:</u>
Mr. Klin Services, LLC	\$1,522.49
Top Notch Cleaning, Inc.	\$1,185.00
Cleaning Solutions, LLC	\$1,150.00
American Facility Services, Inc.	\$863.19

After evaluation, including reference checks, Cleaning Solutions, LLC was determined to be the lowest responsive and responsible bidder. In consideration of the bids received, the approved budget, and the necessity of this work, I recommend execution of a contract with Cleaning Solutions, LLC, for these services.

RESOLUTION NO. _____

WHEREAS, the City Council of the City of Auburn has determined that it is in the best interest of the City of Auburn to clean and maintain its facilities for the health, safety, and welfare of its citizens and employees; and

WHEREAS, the City Council of the City of Auburn has advertised bids for the costs of labor, materials, and equipment necessary to provide janitorial services for eleven (11) City facilities; and,

WHEREAS, Cleaning Solutions, LLC, submitted the lowest responsive and responsible lump sum bid for daily basic cleaning rates of the eleven (11) facilities in the amount of \$1,150.00 per day.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Auburn, Alabama does hereby authorize the City Manager to execute a contract with Cleaning Solutions, LLC, for the provision of janitorial services at eleven (11) City of Auburn facilities.

ADOPTED AND APPROVED by the City Council of the City of Auburn, Alabama, this the 17th day of September 2024.

Mayor

ATTEST:

City Manager

City of Auburn
 FY25 Janitorial Services
 THURSDAY, SEPTEMBER 5, 2024, 2:00PM CST
 City Meeting Room, 122-B Tichenor Avenue

Bidder	Lump Sum of Basic Cleaning Daily Rates	Addenda	References	Comments/Exceptions/Information Needed
Mr. Klin Services LLC	\$1,522.49	✓	✓	
Cleaning Solutions	\$1,150.00	✓	✓	price includes basic window cleaning
Top Notch Cleaning	\$1,185.00	✓	✓	
American Facility Services	\$863.19	✓	✓	

Daveon Newman

Valerie Baker

Opened By

Witnessed By

The announced bids are not to be construed as meaning any bid meets all specifications as set out in the Invitation to Bid. All documents and calculations will be verified for bid compliance and accuracy by the originating department and the Purchasing Officer before award.

The City reserves the right to select the lowest responsible bidder as to the best interest of the City, to award the purchase contract from any of the bids, to reject any and all bids, and to waive any informalities in bids received.