



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4.I

Title:

Recommendation to Approve a Resolution to Execute a 5-Year Contract for Janitorial Services

Presenter:

AJ Reineking

Meeting: Government Services Committee

Date: February 28, 2022

Proposed Cost: \$1,220,124 (5-year cost)

Budgeted Amount: \$300,000 *annually*

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

The Public Works Department recently solicited a request for proposals for a 5-year Janitorial Services Contract. The scope of work includes maintaining the cleanliness of City facilities including City Hall, Century Station, the Police Station, the Public Works Building, and the East and West side Parking Decks. The City received nine proposals to perform this work. Of those nine, three did not allocate sufficient staff hours to demonstrate that they have a thorough understanding of the scope of work and were subsequently excluded.

Of the six remaining contractors, Eco Clean Maintenance of Elmhurst, IL submitted the lowest, responsive, responsible proposal. Eco Clean has been in business in the area for over 15 years and has provided a list of favorable references of similar size and scope.

The prices submitted by Eco Clean represent a **17% decrease** to their fees that the City has paid under the previous contract.

Attachments *(please list):*

* Price Proposal Tabulation

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a Resolution to execute an agreement with Eco Clean Maintenance for Janitorial Services at City Facilities for a period of five years in the submitted bid amount.

	Eco Clean Maint	CleanNet	Alpha Building Maint	Citywide Building Maint	Bravo	GSF	Total Facility Maint	Clean As a Whiste	Multisystem Mngmt
Year 1	\$ 239,316.00	\$ 255,852.00	\$ 284,088.00	\$ 291,699.20	\$ 290,125.00	\$ 335,993.50	\$ 177,724.68	\$ 208,319.16	\$ 203,940.00
Year 2	\$ 239,316.00	\$ 255,852.00	\$ 289,728.00	\$ 300,450.14	\$ 299,828.74	\$ 349,621.80	\$ 186,610.84	\$ 208,319.16	\$ 208,014.00
Year 3	\$ 239,316.00	\$ 266,976.00	\$ 295,516.00	\$ 309,463.65	\$ 307,793.00	\$ 363,733.37	\$ 195,947.28	\$ 213,119.16	\$ 212,179.66
Year 4	\$ 246,444.00	\$ 266,976.00	\$ 301,382.00	\$ 318,747.55	\$ 323,183.28	\$ 378,483.02	\$ 205,744.56	\$ 213,119.16	\$ 216,397.20
Year 5	\$ 255,732.00	\$ 278,100.00	\$ 307,382.00	\$ 328,103.00	\$ 339,342.44	\$ 393,899.73	\$ 216,031.80	\$ 213,119.16	\$ 220,724.40
Total	\$ 1,220,124.00	\$ 1,323,756.00	\$ 1,478,096.00	\$ 1,548,463.54	\$ 1,560,272.46	\$ 1,821,731.42	\$ 982,059.16	\$ 1,055,995.80	\$ 1,061,255.26
# Of Monthly Hours	1016	927	1193	(Year 1) - 1021.967 (Year 2-5) 988	714.5	1079	206-240	601	39
							<i>Did Not Demonstrate Understanding of Scope</i>		

**City of St. Charles, Illinois
Resolution No. _____**

**A Resolution to Execute an Agreement with Eco Clean Maintenance for
Janitorial Services at City Facilities for a period of five years in the
submitted bid amount**

**Presented & Passed by the
City Council on March 7, 2022**

WHEREAS, the Public Works Department solicited a request for proposals for a 5-year Janitorial Services Contract;

WHEREAS, Eco Clean Maintenance of Elmhurst, IL submitted the lowest, responsive, responsible proposal;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Eco Clean Maintenance for Janitorial Services at City Facilities for a period of five years in the submitted bid amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 7th day of March, 2022

PASSED by the City Council of the City of St. Charles, Illinois, this 7th day of March, 2022

APPROVED by the Mayor of the City of St. Charles, Illinois, this 7th day of March, 2022

Lora Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: