



# REPORT TO COUNCIL

## City of Sacramento

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915 I Street, Sacramento, CA 95814-2604  
www. CityofSacramento.org

Consent  
March 27, 2007

Honorable Mayor and  
Members of the City Council

**Title: Contract: Award Janitorial and Building Maintenance Services**

**Location/Council District: All**

**Recommendation:** Adopt a **Resolution**, awarding a contract for janitorial and building maintenance services to Pacific Maintenance Company, Santa Clara, CA in an amount not to exceed \$857,734 per contract year, with the potential of year-to-year extensions for a total contract period of five years.

**Contact:** Craig Lymus

**Presenters:** N/A

**Department:** Finance

**Division:** Procurement

**Organization No:** 1181

### **Description/Analysis**

**Issue:** The current janitorial service contracts for City facilities expire on March 31, 2007. A janitorial and building maintenance services contract is required to maintain these critical services for the period of April 1, 2007 through March 31, 2008.

**Policy Considerations:** This recommendation is consistent with the competitive bidding requirements as detailed in Sacramento City code 3.56. The contractor recommended for award of this contract is required to comply with Senate Bill 20 (SB-20 - Displaced Janitors) requirements.

**Committee/Commission Action:** On November 21, 2006, the City Council approved the prevailing wage rates for new janitorial service contracts.

**Environmental Considerations:** None

**Rationale for Recommendation:** City facilities require ongoing janitorial and building maintenance services. On February 7, 2007, 19 bids were received for janitorial and building maintenance services. The bid requires that the contractor provide products and cleaning supplies that are environment safe and Green



Seal certified at all City facilities. Bids were evaluated based on contractor qualifications and price. Six (6) of the 19 bidders passed the qualifications evaluation as shown in the bid tabulation sheet. The qualifications review evaluated the contractors' 1) years in business, 2) prior experience, 3) number of employees, and 4) performance reference checks.

**Financial Considerations:** The cost of the janitorial service contract will be paid from existing department operating budgets. There is sufficient funding to support this request.

**Emerging Small Business Development (ESBD):** Seven of the 19 bidders were certified with the City of Sacramento as Small Business Enterprise (SBE), however none passed the qualifications evaluation that was based on the contractors' 1) years in business, 2) prior experience, 3) number of employees, and 4) performance reference checks. Pacific Maintenance Company is not certified with the City of Sacramento as a SBE.

Respectfully Submitted by: Christopher Stewart  
Christopher Stewart, Procurement Manager

Approved by: Russell Fehr  
Russell Fehr, Finance Director

Recommendation Approved:

Ray Kerridge  
Ray Kerridge  
City Manager

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**Background**

The City's current Janitorial Services contracts will expire on March 31, 2007. At that time, the contracts will have run their full term. The bidding for new janitorial and building maintenance services had been delayed to allow the City Council, City staff and janitorial services stakeholders time to discuss, establish and approve a new prevailing wage rate.

City Code 3.56.070 requires that the prevailing wage rate for janitorial services be established 120 days prior to the award of contracts for this service. On November 21, 2006, the City Council approved the prevailing wage rates for new janitorial service contracts with the understanding that an extension or suspension of competitive bidding is required for the procurement of janitorial services during a 120 day waiting period before new contracts for janitorial services can be awarded. The interim period is January 1, 2007 through March 31, 2007. Interim contracts with the existing providers, Pride Industries, Roseville CA, and Universal Building Services, Richmond, CA were required to ensure that City janitorial services were not interrupted.

The old prevailing wage rate was established in September 2001 at \$9.88. The new prevailing wage rate established in November 2006 is \$11.83. The prevailing wage rate will increase as the State of California, Department of Industrial Relations (DIR) increases the prevailing wage rate determination for Janitorial Services during the contract performance period.

On February 7, 2007, 19 bids were received for janitorial and building maintenance services. Bids were evaluated base on contractor qualifications and price. Six (6) of the 19 bidders passed the qualifications evaluation as shown in the bid tabulation sheet. Pacific Maintenance Company, Santa Clara, CA was selected for the new contract year, which may be extended not to exceed a total of five years.

**BID TABULATION**

<u>Contractor</u>	<u>Total Bid</u>	<u>Qualifications</u>	<u>Rank</u>	<u>SBE**</u>
Jerry's Carpet Care	\$622,248	Fail		Yes
Juan C. Rosello (CUMEX)	\$728,403	Fail		Yes
<b>Pacific Maintenance Company</b>	<b>\$857,734</b>	<b>Pass</b>	<b>1</b>	<b>No</b>
SBM Site Services*	\$966,785	Pass		No
Grace Building Maintenance *	\$1,039,498	Fail		Yes
Quality Services Unlimited	\$1,066,038	Fail		No
Come Land Maintenance	\$1,096,775	Fail		Yes
<b>ABM Janitorial Services</b>	<b>\$1,112,231</b>	<b>Pass</b>	<b>2</b>	<b>No</b>
2-Go Bldg Maintenance	\$1,130,443	Fail		Yes
Care Free Building Services	\$1,194,443	Fail		Yes
<b>Universal Building Services</b>	<b>\$1,239,852</b>	<b>Pass</b>	<b>3</b>	<b>No</b>
Clean Innovation Corporation *	\$1,246,286	Fail		No
Pride Industries	\$1,274,338	Fail		No
Innovative Maintenance Solutions	\$1,528,671	Fail		No
<b>Varsity Contractors</b>	<b>\$1,572,682</b>	<b>Pass</b>	<b>4</b>	<b>No</b>
<b>Merchants Building Maintenance</b>	<b>\$1,792,414</b>	<b>Pass</b>	<b>5</b>	<b>No</b>
Uniserve Corporation	\$1,956,821	Fail		No
Tee Janitorial & Maintenance*	\$2,648,368	Fail		No
Capitol Cleaning Services	\$6,335,956	Fail		Yes
* Nonresponsive Bid				
** SBE Contractors received a 5% bid evaluation preference				

**RESOLUTION NO.**

Adopted by the Sacramento City Council

**Award Janitorial and Building Maintenance Services Contract**

**BACKGROUND**

- A. The City's current Janitorial Services contracts for City Hall and other city maintained facilities will expire on March 31, 2007. At that time, the contracts will have run their full term.
- B. On November 21, 2006, the City Council approved the new prevailing wage rates for new janitorial service contracts and the suspension of competitive bidding for the procurement of interim janitorial services during a 120 day waiting period.
- C. On December 31, 2006, the janitorial contracts expired. The incumbents, Pride Industries, Roseville, CA and Universal Building Services, Richmond, CA continued providing services during a ninety (90) day interim period, covering the period of January 1, 2007 through March 31, 2007 to ensure that City janitorial services were not interrupted.
- D. On February 7, 2007, 19 bids were received for janitorial and building maintenance services. Bids were evaluated base on contractor qualifications and price. Six (6) of the 19 bidders passed the qualifications evaluation as shown in the bid tabulation sheet. Pacific Maintenance Company, Santa Clara, CA was selected for the new contract year, which may be extended not to exceed a total of five years.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. A contract for janitorial and building maintenance services is awarded to Pacific Maintenance Company, Santa Clara, CA for a period of one year in an amount not to exceed \$857,734.
- Section 2. The City Manager is hereby authorized to execute an agreement with Pacific Maintenance Company, Santa Clara, CA for janitorial and building maintenance services. The City Manager is hereby authorized to extend the contract year-to-year for a total contract period of five years, in an amount not to exceed \$4,288,670.