

ARF-945

Regular Agenda Item 2- C

Regular BOS Meeting

Meeting Date: 11/15/2011

Submitted For: Joseph Heatherly **Submitted By:** Valrie Bejarano, Contracts Support Specialist, Finance Department

Department: Public Works Division **Division:** Facilities
Fiscal Year: FY 2011-2012 **Budgeted?:** Yes
Contract Dates 12-1-11 to 11-30-12 **Grant?:** No
Begin & End:
Matching No **Fund?:** Renewal
Requirement?:
Presenter's Name: Joseph Heatherly

Information

Request/Subject

Request to Award Bid No. 070111-1 for Janitorial Service

Background Information

For several years the County has hired a contractor to handle the evening custodial duties and floor maintenance of the Globe facilities. The award of bid no. 070111-1 will allow the County to move forward with the hiring of a contractor to continue this service.

Evaluation

Bid proposals were received on September 14, 2011, from contractors to perform evening janitorial services for County facilities in Globe as follows: Courthouse, Michaelson Building, Health & Community Services, WIC Building, Public Administration Building, Facilities/Sign Shop Building, Roads/Shop Offices and Guerrero Building.

The contractor will also perform other duties as requested such as carpet cleaning, and stripping and waxing of floors, which will be required several times a year as billable work.

Conclusion

The award of this contract would allow the Facilities Department to hire a contractor to provide evening janitorial service for the Globe facilities.

(Monthly Cost \$6,536.43 = \$78,437.16 per year + floor maintenance and incidentals at \$26,562.84 for a yearly total of \$105,000.00)

Recommendation

After extensive review of all submitted proposals, the Finance Director recommends that the Board of Supervisors approve the award of Request for Bids No. 070111-1 for Janitorial Services in Globe to G.B. Home Cleaning in the amount of \$105,000.

Suggested Motion

Information/Discussion/Action to review all bids submitted for Request for Bids No. 070111-1 for Janitorial Service; award to the lowest, responsible and qualified bidder; and

authorize the Chairman's signature on the award contract for the winning bidder.
(Joseph Heatherly)

Attachments

Janitorial Services Bid 070111-1

Contractors Sent Bid Packet

Janitorial Service Bid Tabulation

Bid Tabulation Spreadsheet