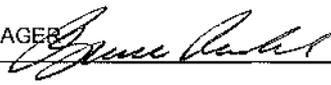


AGENDA ITEM NO. 1F
COUNCIL MEETING 06/05/14
APPROVED BY _____

June 5, 2014

DEPARTMENT DIRECTOR 
CITY MANAGER 

FROM: SCOTT L. MOZIER, PE, Director
Public Works Department

BY: ROBERT N. ANDERSEN, PE, Assistant Director 
Public Works Department – Capital Management Division

MARK M. JOHNSON, Facilities Manager 
Public Works Department – Facilities Management Division

SUBJECT: Approve an interim contract with Commercial Cleaning Systems (CCS) of Fresno, California for custodial services not to exceed \$250,000 for providing custodial services at City Hall and various City facilities (Citywide)

RECOMMENDATIONS

Approve an interim contract with Commercial Cleaning Systems (CCS) of Fresno, California for custodial services not to exceed \$250,000 for providing custodial services at City Hall and various City facilities; and authorize the Public Works Director or his designee to sign and execute the standardized contract on behalf of the City of Fresno.

EXECUTIVE SUMMARY

The Facilities Management Division (FMD) of the Public Works Department has a current contract with CCS to provide custodial services as per terms of their contract. CCS was selected through a competitive selection process and put under contract to provide custodial services for City Hall and various City facilities and has performed satisfactorily under their current contract. An interim contract will allow CCS to provide custodial services at City Hall and various City facilities until a new Request for Proposal can be completed. The amounts paid monthly for City Hall and various other facilities is \$23,596.00 and \$44,180.29, respectively with an additional \$250 paid monthly for the Fresno Metropolitan Museum. The total amount for this interim contract will not exceed \$250,000.00.

BACKGROUND

CCS was selected for custodial services through a Request For Proposal (RFP) and review process conducted in 2009. Six proposals were received at that time and CCS was declared the best overall value to the City of Fresno. A three year contract was agreed upon with provisions for two, one year extensions. The contract is in the last year and an interim contract will be required while a new RFP is completed. FMD is in the process of finalizing the new RFP for custodial services at City Hall and

REPORT TO THE CITY COUNCIL

Award an interim contract with Commercial Cleaning Systems

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various City facilities. We are anticipating bidding the RFP in June 2014 and awarding the contract to the responsive and responsible bidder with the best value to the City in July 2014.

The Council may elect not to authorize the execution of this interim. The contract expired on April 16, 2014 and if this interim contract is not executed, custodial services would not be provided until the new RFP is complete and a new contract is awarded.

ENVIRONMENTAL FINDINGS

By definition provided in the California Environmental Quality Act Guidelines Section 15378 this item does not qualify as a "project" and is therefore exempt from the California Environmental Quality Act requirements.

LOCAL PREFERENCE

Local preference was not considered for the interim contract with CCS of Fresno, California for custodial services at City Hall and various City facilities. Local preference will be considered when the new RFP is issued for custodial services.

FISCAL IMPACT

Approval of the interim contract will have no unexpected fiscal impact. Appropriations of \$825,200 were approved by the Council through the budget process within the Facilities fund, in order to provide custodial services through the end of FY 2014. The FY 2015 Proposed Budget will include sufficient appropriations for a full year of custodial services.

Janitorial Location

<u>Facility Name</u>	<u>Address</u>
City Hall	2600 Fresno St,
City Hall Annex - PD	2326 Fresno St.
Police Headquarters	2323 Mariposa
PD Station #1 (SW)	1211 Fresno St.
PD Station #2 (SE)	940 N. Broadway (Broadway & Elizabeth)
PD Station #3 (CENTRAL)	1617 S. Cedar (Cedar & Butler)
PD Station #4 (NW)	3789 N. Hughes
PD Station #5 (NE)	1450 E. Teague
PD Sky Watch	4941 E. Andersen #B101
PD Telephonics (BOC)	2925 Fresno
PD Narc/Vice	5051-9 E. McKinley
PD Background Investigation Office (not garage)	4170 N. Brix
PD Regional Training Center	6375 W. Central
Water Division Office	1910 E. University
Water Meter Shop	1910 E. University
Water Warehouse	1910 E. University
Water Electric Shop	1910 E. University
Water Yard Fleet Shop	1910 E. University
Water Conservation	1844 E. University
Water Tech. Services	1729 N. Effie
Water Admin. Annex	1919 E. McKinley
Surface Water Treatment Plant (SWTP).	Chestnut & Behymer
Water Leaky Acres (not shop area)	4111 N. Winery
MSC, Bldg. "Y"	2101 "G" St.
MSC, Bldg. TOC	2101 "G" St.
MSC, Walkways	2101 "G" St.
MSC, Exterior Stairs	2101 "G" St.
Garage 7, Traffic Eng.	800 Van Ness
Construction Mgmt.	1721 Van Ness
Fresno MET (Metropolitan Museum)	1555 Van Ness Ave.

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