



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 12/11/2018

File #: 18-446, Version: 1

SUBJECT: CONSENT AGENDA

A Resolution Of The Board Of Trustees Of The Town Of Erie Approving An Agreement For Services With Kg Clean, Inc., For 2019 Janitorial Services In The Amount Of \$173,478.00

DEPARTMENT: Public Works

PRESENTER: Todd Fessenden, Public Works Director

FISCAL INFORMATION:

Cost as Recommended: \$ 173,478
Balance Available: \$ 190,200
Budget Line Item Number: 100-70-440-520000-000000
New Appropriation Required: No

STAFF RECOMMENDATION: Approve the Resolution to award said contract, authorize the appropriate Town officer to execute said contract, and authorize Staff to expend contracted fund.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2019 Operating Budget includes funds for annual janitorial services for the Town Hall, Leon A. Wurl Service Center, Police Station, and Erie Community Center. Service contracts are competitively or state-bid and awarded. Each of the contracts allows for a renewal option for up to two consecutive years following the initial award (a total of three years). A proposed renewal occurs when both the Town and Contractor agree, the increased price is no more than 2% of the previous year and performed work was satisfactory.

Invitation to Bids were posted on the Town's website starting November 27, 2018 and a mandatory pre-bid meeting and walk-thru was held on November 29, 2018. The following bids were received on December 4, 2018:

Bid Information (Janitorial Services)

Vendor	Total Bid Price
KG Clean, Inc.	\$ 173,478.00

Staff reached out to KG Clean regarding the increase in cost. They were able to negotiate the total cost down to \$173,478.00. The increase in cost over 2018 services includes adding the Erie Police Department facility, adding more detailed services to ECC and Town Hall, and requiring the Janitorial company to supply their own equipment such as but not limited to auto scrubbers, floor buffers, carpet extractors, etc.

Staff recommends awarding the 2019 Janitorial Services to KG Clean. KG Clean has previously completed work for the Town of Erie. No local Erie business submitted a bid for either.

ATTACHMENTS:

- Resolution
- Agreement for Services

