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**Title:** Award a three year Services Contract for Janitorial Services at City of Fresno’s Regional Wastewater Reclamation Facility (RWRF) to Geil Enterprises, Inc., in the amount not to exceed \$141,222 per year, with provision for up to two one-year extensions (Bid File 9470) (Citywide)

**Sponsors:** Department of Public Utilities

**Indexes:**

**Code sections:**

**Attachments:** 1. Attachment 1 - Bid Evaluation 9470.pdf, 2. Attachment 2 - Evaluation Committee Report.pdf, 3. Attachment 3 - Service Contract.pdf

| Date      | Ver. | Action By    | Action   | Result |
|-----------|------|--------------|----------|--------|
| 8/15/2019 | 1    | City Council | approved |        |

**REPORT TO THE CITY COUNCIL**

**August 15, 2019**

**FROM:** MICHAEL CARBAJAL, Director  
Department of Public Utilities

**THROUGH:** BRIAN S. SPINDOR, PE<sup>(WA)</sup>, Assistant Director - Wastewater  
Department of Public Utilities - Wastewater Management Division

**BY:** RAY ARTHUR, Project Manager  
Department of Public Utilities - Wastewater Management Division

**SUBJECT**

Award a three year Services Contract for Janitorial Services at City of Fresno’s Regional Wastewater Reclamation Facility (RWRF) to Geil Enterprises, Inc., in the amount not to exceed \$141,222 per year, with provision for up to two one-year extensions (Bid File 9470) (Citywide)

**RECOMMENDATION**

Staff recommends Council approval of a three year contract with provisions for up to two one-year extensions to Geil Enterprises, Inc. in an amount not to exceed \$141,222 per year; and, \$706,110 for the life of the contract, to provide janitorial services to the City of Fresno’s RWRF and, authorize the Director of the Department of Public Utilities (DPU), or designee, to execute the agreement on behalf of the City of Fresno.

## **EXECUTIVE SUMMARY**

The bid by Geil Enterprises, Inc., in the amount of \$141,222 per year was found to offer the best value to the City. With approximately 185 staff members and various offices, cubicles, lunch rooms, operational work stations and restrooms located at the City's RWRF, regular cleaning maintenance is required. The DPU is seeking to award a services agreement for the Project in an amount not to exceed \$706,110 to Geil Enterprises, Inc., for a three-year contract with provisions for up to two one-year extensions.

## **BACKGROUND**

The City's RWRF is a 24 hours per day, 7 days per week operation reclaiming wastewater for beneficial use for the City of Fresno and the surrounding areas. There are approximately 185 staff members located at the City's RWRF and various offices, cubicles, lunch rooms, operational work stations and restrooms that require cleaning maintenance on a regular schedule. The total area to be cleaned is approximately 68,200 square feet.

In accordance with Fresno Municipal Code Chapter 4, Article 1, and Administrative Order 6-19, The RWRF conducted a competitive process for selecting a vendor for Janitorial Services. On October 15, 2018, the City published a Request for Proposals (RFP) through the City's Planet Bids website; and, the Business Journal. Five RFP proposals were received by the deadline on November 27, 2018. Proposals were opened on November 27, 2018 and will expire on July 18, 2019. The selection committee evaluated the proposals. Upon completion of the evaluation, Geil Enterprises, Inc was selected based on their extensive experience, prior experience with the RWRF, and comparative cost.

City Attorney has reviewed and approved as to form.

## **ENVIRONMENTAL FINDINGS**

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15378 the award of this services agreement does not qualify as a "project" for the purpose of CEQA.

## **LOCAL PREFERENCE**

The Local Preference component is not applicable because both the recommended proposer and the alternate proposer are local.

## **FISCAL IMPACT**

There is no impact to the General Fund. The Project is located in Council District 3. Appropriations for this Project are included in the Fiscal Year 2020 Wastewater Division's Operating Budget, and future purchases will be included in future fiscal year budgets.

This is a three (3) year contract with two additional one year options.

Attachments:

Attachment 1 - Bid Evaluation

Attachment 2 - Evaluation Committee Report  
Attachment 3 - Service Contract