City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2013-0274

TO: Mayor and City Council Members

FROM: Scott Cope, Director of Building/Facilities

DATE: July 2, 2013

SUBJECT: Janitorial Services

REQUEST:
City Council is requested to authorize a contract/blanket purchase order for janitorial services to Du All Cleaning Inc., Macomb, Michigan for janitorial services in the amount not-to-exceed $95,400.00 through August 1, 2014.

REASON FOR PURCHASE:

The City outsources janitorial services for City Hall and the DPS/Garage. This business model has proven to be successful in terms of staffing, maintenance levels and cost savings to the City.

A Request for Proposals was solicited through MITN and awarded to Du All Cleaning, Inc. based on experience, qualifications, method of cleaning, capacity of company, comparables and pricing. Du All Cleaning Inc. has performed satisfactory services providing the best value for the City based on ability and capacity to do the work, commitment to perform and good pricing.

The City wishes to exercise an option to renew with Du All Cleaning Inc. for an additional one (1) year term.

PROCESS:

Vendor Name and Address:
Du All Cleaning Inc.
47465 Barbara Rd
Macomb MI 48044

Reason for Selection:
Best Value

Method of Purchase:
Contract/Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.807000	Contractual Services	$95,400	$95,400	$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a contract/blanket purchase order for janitorial services to Du All Cleaning Inc., Macomb, Michigan for janitorial services in the amount not-to-exceed $95,400.00 through August 1, 2014.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		