



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

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

Legislative File No: 2019-0221

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: June 3, 2019
SUBJECT: Janitorial Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for janitorial services to Americlean, Inc., Chesterfield Township, Michigan for janitorial services in the amount not-to-exceed \$115,000 through June 30, 2020.

REASON FOR PURCHASE:

The City outsources janitorial services for City Hall, Fire Station #1, and DPS Garage buildings. This business model has proven to be successful in terms of staffing, maintenance levels, and cost savings to the City.

In 2018, a Request for Proposals was solicited through MITN and six (6) responsive responsible proposals were received. Americlean, Inc. was selected as providing the best value for the City based on their excess capacity, ability to do the work, and a strong commitment to perform.

Americlean, Inc. has experienced professionals currently employed and performed satisfactory over the past year. Their attention to detail, fair & reasonable pricing and their customer service record have demonstrated a clear understanding of our needs and provided adequate staff to clean each building. Specialist crews are assigned to complete the complex monthly and semi-annual cleaning projects, and on-site supervision will be provided, relieving City Facilities staff of the burden of oversight.

The contract has a renewal available and the vendor has agreed to hold pricing. The City wishes to exercise an option to renew with Americlean, Inc. for a one-year term to expire June 30, 2020.

PROCESS:

Vendor Name and Address:

Americlean, Inc.
29600 26 Mile Road
Chesterfield Township, MI 48051

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2019 Adopted Budget and FY 2020 Projected Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$115,000	\$115,000	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize the award the contract for a contract/blanket purchase order for janitorial services to Americlean, Inc., Chesterfield, Michigan for janitorial services in the amount not-to-exceed \$115,000 through June 30, 2020.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		