



**City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.
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Legislative File No. 2004-0394 Version 3

TO: Mayor and City Council Members
FROM: Roger Rouse, Director of Department of Public Service
DATE: March 15, 2006
SUBJECT: Extension of Janitorial Service Agreement

REQUEST:

City Council is requested to authorize a one-year extension of the janitorial services agreement for City Hall, Precinct 5 Building, Environmental Education Center and intermittent services for other City facilities to Thundermop Maintenance Company, Waterford, Michigan in the amount not-to-exceed \$62,910 through June 1, 2007.

REASON FOR PURCHASE:

The Facilities Division has utilized the services of a contracted janitorial service for the past 36 months as a means to supplement the full-time custodial staff to clean City Hall, Precinct#5, Environmental Education Center and at intermittent times as back-up for the custodian at the DPS Garage. The need for contracted supplemental janitorial assistance was identified with the completion of the renovation and the additional square footage at City Hall. The re-organization of the Facilities Division with the subsequent staff reduction further supported the need for contracted services to maintain the level of cleanliness at all city facilities.

With the implementation of a supplemental workforce, outsourcing of low level tasks and re-directing City resources for higher level activities can be achieved. This allows a shift in the focus of full time custodial staff to maintenance and other high priority duties.

Request for Proposals were solicited for janitorial services in 2004. Thundermop Maintenance Company was selected as the best value, meeting the criteria of the Request for Proposals and the needs of the City. A performance-based contract was awarded for one year with two one-year options to renew. The contract was renewed in 2005 with the authorization of City Council. Based on pricing and the quality of services, the City wishes to exercise its final option to renew the contract through June 1, 2007 under the terms of the original agreement.

PROCESS:

Vendor Name and Address:

Thundermop Maintenance Company
6650 Highland Rd.
Waterford, MI 48327

Reason for Selection:

Best value to meet the City's needs

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

The expenditure will be covered by 2006 and proposed 2007 budget year.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.807000	Contractual Services- Janitorial Services Contractor	\$62,910	\$62,910	0

RECOMMENDATION:

It is recommended that City Council authorize a one-year extension of the janitorial services agreement for City Hall, Precinct 5 Building, Environmental Education Center and intermittent services for other City facilities to Thundermop Maintenance Company, Waterford, Michigan in the amount not-to-exceed \$62,910 through June 1, 2007.

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

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