



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2021-0236

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: July 12, 2021
SUBJECT: Janitorial Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for janitorial services to Americlean, Inc., Chesterfield Township, Michigan in the amount not-to-exceed \$137,000 through June 30, 2022.

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.

A Request for Proposals was solicited through MITN and ten (10) responsive responsible proposals were received. The proposals were reviewed based on experience, qualifications, method of cleaning, capacity of company, comparables and pricing by an evaluation team. 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.

The review committee selected Americlean, Inc. because of their previous experience with the City, attention to detail, fair & reasonable pricing and their customer service record they bring to the City.

Americlean, Inc. has experienced professionals currently employed and will not be hiring new employees for the City's buildings. They have demonstrated a clear understanding of our needs and have proposed an adequate number of cleaning staff to each building. Specialist crews will be 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 City recommends to contract with Americlean, Inc. for a one (1) year term with options to renew for additional years.

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 2021 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$140,000	\$137,000	\$3,000

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for janitorial services in the amount not-to-exceed \$137,000.00 for a one-year term to expire June 30, 2022 to Americlean, Inc., Chesterfield Township, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

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

Contract Reviewed by City Attorney Yes N/A