



Legislation Text

File #: 17-251, **Version:** 1

AUTHORIZATION TO ENTER INTO A LINKING AGREEMENT WITH ISS FACILITY SERVICES, INC., TO PROVIDE CUSTODIAL SERVICES AT VARIOUS CITY FACILITIES

Staff Contact: Jack Friedline, Director, Public Works

Purpose and Recommended Action

This is a request for City Council to authorize the City Manager to enter into a Linking Agreement with ISS Facility Services, Inc. to provide custodial services at various city facilities in an amount not to exceed \$700,000 for the full term of the Agreement and to authorize the City Manager to renew the agreement, at the City Manager's discretion, for an additional one, one-year renewal. The initial term of the agreement is effective until September 30, 2017.

Background

The Custodial Services Division of the Public Works Department is responsible for providing the material and labor for custodial services to 32 city buildings representing 402,004 square feet of interior building space. The Custodian Services Division is currently provided a custodial contractor augmented by four full time city employees.

ISS Facility Services, Inc. was awarded a bid by the Town of Marana Finance Department to provide janitorial services. Staff is requesting to utilize the cooperative purchase with Strategic Alliance for Volume Expenditures (SAVE). SAVE is a consortium of local municipalities, in which Glendale is a member. Contract No. 2013-022 4540 Janser was awarded by the Town of Marana on October 1, 2013 and is effective through September 30, 2017, and includes an option to renew the contract an additional one, one-year period, allowing the contract to be extended through September 30, 2018.

On March 22, 2016, the city entered into a Linking Agreement for custodial services with ISS Facility Services, Inc., Contract No. C-10719, in amount not to exceed \$530,000, utilizing Maricopa County Contract No. 10086-RFP for Janitorial Services. The Linking Agreement was effective through February 28, 2017 and has expired.

On May 9, 2017, the city entered into a Linking Agreement for custodial services with ISS Facility Services, Inc., Contract No. C17-0380, in an amount not to exceed \$221,758, utilizing Maricopa County Contract No. 10086-RFP for Janitorial Services. The Linking Agreement is effective through June 30, 2017.

Cooperative purchasing allows counties, municipalities, schools, colleges and universities in Arizona to use a contract that was competitively procured by another governmental entity or purchasing cooperative. Such purchasing helps reduce the cost of procurement, allows access to a multitude of competitively bid contracts, and provides the opportunity to take advantage of volume pricing. The Glendale City Code authorizes cooperative purchases when the solicitation process utilized complies with the intent of Glendale's

procurement processes. This cooperative purchase is compliant with Chapter 2, Article V, Division 2, Section 2-149 of the Glendale City Code, per review by Materials Management.

Analysis

ISS Facility Services, Inc. was selected in 2016 based upon a review of numerous similarly-scoped government contracts and was found to be the lowest cost option that met the city's needs. This Agreement will allow custodial services to continue in city facilities through September 30, 2018.

Previous Related Council Action

On May 9, 2017, Council authorized entering into a linking agreement, Contract No. C17-0380, with ISS Facility Services, Inc. for custodial services, in an amount not to exceed \$221,758.

On March 22, 2016, Council authorized entering into a linking agreement, Contract No. C-10719, with ISS Facility Services, Inc. for custodial services, in an amount not to exceed \$530,000.

Community Benefit/Public Involvement

Custodial services are necessary to comply with state health codes, for the proper maintenance of care of public facilities, and to ensure Glendale's facilities meet the needs and expectations of the community.

Cooperative purchasing typically produces the lowest possible volume prices and allows for the most effective use of available funding. The bids are publicly advertised and all Arizona firms have an opportunity to participate.

Budget and Financial Impacts

Funding is available in the proposed Fiscal Year 2017-18 Operating Budgets for the various departments. Expenditures with ISS Facility Services, Inc., are not to exceed \$700,000 for the entire term of the Agreement, contingent upon Council budget approval.

Cost	Fund-Department-Account
\$700,000	Various

Capital Expense? No

Budgeted? Yes

Requesting Budget or Appropriation Transfer? No

If yes, where will the transfer be taken from?