

**BOARD OF BIDS AND CONTRACTS MAY 28, 2009**

**3. CUSTODIAL SERVICES FOR THE OFFICE OF THE MEDICAL DIRECTOR, 4343 N WOODLAWN -- PUBLIC SAFETY**

**FUNDING - PUBLIC SAFETY**

(Request for Proposal sent to seventy-two [72] vendors)

RFP 09-0105

	ServiceMaster by Best	21st Century Cleaning Service	Wilson Building Maintenance	ServiceMaster Clean in a Wink	K&B Cleaning
Custodial Services for the Office of the Medical Director at 4343 N. Woodlawn (Monthly rate)	\$594.33	<b>\$512.00</b>	\$1,035.00	\$602.04	***
Emergency hourly rate/On-call services **	\$35.00	<b>\$65.00</b>	\$28.50	\$20.00	***

On the recommendation of Joe Thomas, on behalf of the Office of the Medical Director, Jennifer Dombaugh moved to **accept the proposal from 21st Century Cleaning Service and execute contract pricing for one (1) year with three (3) one (1) year options to renew.** Ron Estes seconded the motion. The motion passed unanimously.

Dr. Catherine Young - EMSS Medical Director, Major Jon Friesen - EMSS Education Manager, and Joe Thomas - Purchasing evaluated proposals as to content, qualifications, experience and cost. Interview was conducted with 21st Century Cleaning Service and references checked. 21st Century Cleaning Service provided the best overall proposal to the County. This will be the first year that outside custodial services are provided for the Office of the Medical Director. In the past, staff personnel have provided limited cleaning services. The services provided to this facility will be done on a weekly basis. The total square footage of the facility is 8,000 square feet.

Note: Discussion was held regarding amending a contract with a current cleaning vendor. We have several cleaning contracts throughout the County and due to the location of this site, we elected to bid the service separately and this would allow additional small and disadvantaged business' the opportunity to participate in County business.

\*\* Historically, there have been only one or two incidents reported per year requiring emergency on-call services. Each incident requiring only a couple of hours service time.

\*\*\* K&B Cleaning did not fill in the pricing section of their proposal rendering it incomplete.