

**CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**
**Council Meeting Date: 08/04/2016
Agenda Item: 5B14**

ACTION: Award a one-year contract with four, one-year renewal options to JAN-PRO of Phoenix for the cleaning of 24 high-use park restroom locations.

FISCAL IMPACT: Total cost of this one-year contract will not exceed \$120,000. Sufficient funds have been budgeted in the General Fund – cost center 1876 (Custodial Services) – for the anticipated expenditures.

RECOMMENDATION: Award the contract.

BACKGROUND INFORMATION: (RFP 16-208) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for the cleaning of 24 high use park restroom locations (a total of 66 restrooms) which are shown in the table below.

	Description	Address	# of Restrooms
1	Benedict Sports Complex	Guadalupe & Kyrene	2
2	Canal Park	2 E Campo Alegre	4
3	Clark Park – Restroom	1730 S Roosevelt	2
4	Clark Park – Recreation Center	1730 S Roosevelt	2
5	Connelley Elementary School	S River and Concordia	2
6	Cyprus Park (Hollis Park)	3421 S Kenneth Pl	2
7	Daley Park	1625 S College	2
8	Hudson Park	1730 E Cedar	2
9	Jaycee Park	817 W 5 th St	2
10	Kiwanis Recreation Center - #5550 on Lake	Guadalupe & Mill	2
11	Kiwanis Recreation Center – Rueben Romero	Guadalupe & Mill	2
12	Kiwanis Recreation Center – Sister City	Guadalupe & Mill	2
13	Kiwanis Recreation Center – #5775	Guadalupe & Mill	2
14	Kiwanis Recreation Center – Boat Dock	Baseline & Mill	2
15	Kiwanis Recreation Center – Ball Field	Guadalupe & Mill	2
16	Marina @ Rio Salado	Rural & 202	8
17	McKemey School	College & E Broadmor	2
18	Papago North	1000 N College	2
19	Papago South	1000 N College	2
20	Selleh Park	2425 S Los Feliz Dr	2
21	Tempe Beach	54 W 1 st St	12
22	Tempe Sports Complex – Main Complex	8401 S Hardy	2
23	Tempe Sports Complex – #8419 Skate Board	8401 S Hardy	2
24	Tempe Sports Complex – Soccer Field	Kyrene & Carver	2

Evaluation Process

Five firms submitted offers which were reviewed by City staff using the following criteria:

Award Criteria		Weight
1	Cost	6 (35%)
	a Daily cleaning	
	b Additional cleanings	
	c Staffing for events	
	d Optional pressure washing	
2	Firm	6 (35%)
	a Qualifications and experience	
	b Staffing	
	c Employee background screening approach	
	d References	
3	Miscellaneous	4 (24%)
	a Acceptability of proposed cleaning schedule	
	b Acceptability of cleaning products	
4	Overall response to RFP	1 (6%)
	a Quality, composition and completeness of response	
	b Firms acceptance of City's Terms and Condition	

Results of Scoring

The table below shows the scoring results.

Firm	Score	Daily Cleaning	Cleaning Time* (per day in minutes)
JAN-PRO of Phoenix	144.18	\$ 311	1,040
Goodwill of Central Arizona	135.84	\$ 207	450
Plan B Facility Services, LLC	115.05	\$ 372	480
BenMar Solutions, Inc.	109.12	\$ 590	400
Compass Cleaning Solutions	102.84	\$ 661	Not Stated

* Time necessary to clean all 24 locations

Goodwill of Central Arizona (the currently contracted firm) has submitted a lower cost alternative, however, the 'daily cleaning time' they have provided during the current contract, and reiterated in their offer, to complete the required daily tasks is insufficient to keep the facilities at the standards expected by Tempe to enhance the experience of the public when visiting a Tempe park. Additionally, JAN-PRO's location, Warner Road in Tempe, allows them to respond more quickly when an unscheduled cleaning is needed.

It is the recommendation of the committee to award a contract to JAN-PRO of Phoenix, the high scorer, who has submitted the most advantageous offer.

ATTACHMENTS: 16-208 Vendor Offer

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Department Director: Renie Broderick, Internal Services Director
 Legal review by: David Park, Assistant City Attorney
 Prepared by: Tony Allen, CPPB, Procurement Officer