

**CITY OF TEMPE  
REQUEST FOR COUNCIL ACTION**
**Council Meeting Date: 09/22/2016  
Agenda Item: 5B7**

**ACTION:** Award a two-year contract with three, one-year renewal options to Plan B Facility Services, LLC for cleaning services at the Diablo Stadium Complex.

**FISCAL IMPACT:** Total cost of this contract will not exceed \$150,000 during the initial two-year contract period. Sufficient funds have been appropriated in the General Fund cost center 2529 (Recreation – Diablo Stadium) for the anticipated expenditures in the current fiscal year.

**RECOMMENDATION:** Award the contract.

**BACKGROUND INFORMATION:** RFP #16-207) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for the cleaning of the Diablo Stadium Complex. The primary focus of this contract is to facilitate cleaning operations during Spring Training baseball games at Diablo Stadium played from late February to early April. In addition to Spring Training, this contract will support all functions and events held year-round at the Diablo Stadium Complex.

This contract also provides year-round custodial services at the Diablo Stadium Complex.

Evaluation Process

Notification of the RFP was sent to over 100 vendors and ten proposals were received from the following firms:

- Plan B Facility Services, LLC
- US Metro Group, Inc.
- Premier Cleaning Services
- LandCorp
- ISS Facility Services
- Clean Scene AZ, LLC
- Hotel Cleaning Services
- Compass Cleaning Solutions
- Jani-king of Phoenix
- Kepa Services, Inc.

The proposals were evaluated and scored by a committee comprised of Community Services, Public Works, and Procurement staff using the following criteria contained within the RFP:

Criteria	Weight
Cost	35%
Contractor's experience; references	25%
Staffing plan to evaluate number of employees assigned and their qualifications and experience; background check process	20%
Equipment and cleaning chemicals to be used; problem resolution procedures; acceptability of employee uniforms	15%
Completeness of proposal and acceptance of terms and conditions	5%

## Results of Scoring

Scoring results are as follows:

Offeror	Score	Price per Spring Training Game	Price for Stadium power wash	Year-round porter, full time	Special event porter, as needed
Plan B Facility Services, LLC	1000	\$800.00	\$25.00/man hour	\$12.50/hour	\$12.50/hour
US Metro Group, Inc.	915	\$1,037.01	\$22.15/man hour	\$13.98/hour	\$15.07/hour
Premier Cleaning Services	860	\$1,650.00	\$600/each	\$13.50/hour	\$13.50/hour
LandCorp	825	\$2,382.82	\$16.66/man hour	\$14.00/hour	\$14.50/hour
ISS Facility Services	820	\$3,270.00	\$17.75/man hour	\$22.22/hour	\$15.50/hour
Clean Scene AZ, LLC	820	\$825.00	\$20.00/man hour	\$12.00/hour	\$12.00/hour
Hotel Cleaning Services	755	\$2,099.00	\$12.00/man /hour	\$10.00/hour	\$10.00/hour
Compass Cleaning Solutions	750	\$1,500.00	\$25.00/man hour	\$20.00/hour	\$20.00/hour
Jani-king of Phoenix	730	\$5,159.00	\$28.56/man hour	\$17.41/hour	\$17.41/hour
Keapa Services, Inc.	555	\$10,005.72	\$24.00/man hour	\$45.21/hour	\$24.00/hour

Interviews were conducted with the two highest scoring firms to ensure a complete understanding of the scope of work to be performed if selected. Reference checks and interviews with both firms were excellent and staff felt confident that the highest scoring firm could perform the contracted services at the proposed pricing.

It is the recommendation of the committee to award a contract to Plan B Facility Services, LLC. If the contract is awarded, the City will save over \$1,000 per Spring Training Game as compared to the previous contract pricing.

**ATTACHMENTS:** Vendor Offer Form

**STAFF CONTACT(S):** Kelly Rafferty , Deputy Community Services Director - Recreation , (480) 350-5182

Department Director: Renie Broderick, Internal Services Director

Legal review by: David Park, Assistant City Attorney

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