



STAFF REPORT

DATE: June 8, 2020
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: AWARDING A CONTRACT FOR JANITORIAL SERVICES TO CONSOLIDATED FACILITY SERVICES, LLC

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Awarding a Contract for Janitorial Services to Consolidated Facility Services, LLC.

FISCAL IMPACT

The 3-year contract total is \$472,692.44. If the two option years are ultimately exercised, 5-year contract total will be \$810,884.56.

DISCUSSION

On March 26, 2020, Staff released an Invitation for Bid (IFB) for Janitorial Services for a 3-year term, with a SacRT option to extend the contract for 2 additional 1-year periods.

The Contract scope of work includes: one full-time Dayporter at SacRT’s main campus and one part-time Dayporter at SacRT’s Academy Way campus to service lobbies, break areas, restrooms and building exteriors plus janitorial services at other locations. Routine janitorial services include: cleaning and sanitizing; refilling supplies in restrooms and trash can liners; emptying trash; sweeping, mopping, and vacuuming; spot cleaning walls, doors and fixtures in restrooms, lobbies and entrances, break areas, offices and conference areas, hallways, corridors and floors; and cleaning up around the exterior of buildings. Twice a year, the floors are to be scrubbed and recoated and carpets are to be cleaned. Service areas include SacRT’s main Administrative campus including 1225 R Street, SacRT’s Academy Way complex, and BMF2/Community Bus Service at McClellan.

On April 30, 2020, SacRT received three bids as follows:

	BIDDER	3-YEAR TOTAL PRICE	5-YEAR TOTAL PRICE
1.	Consolidated Facility Services	\$472,692.44	\$810,884.56
2.	Lotus Cleaning	\$493,140.00	\$818,700.00
3.	Universal Building Services and Supply	\$715,249.08	\$1,239,570.96

Each bid was reviewed to determine the Bidder's responsiveness to the requirements of the IFB. Staff determined that award of the janitorial services contract should be awarded to Consolidated Facility Services (Consolidated) as the lowest responsive and responsible Bidder.

Staff recommends the Board award a Contract for Janitorial Services to Consolidated Facility Services for an amount not to exceed \$472,692.44, for a 3-year term, with a SacRT option to extend for 2 additional 1-year periods.

RESOLUTION NO. 20-06-0040

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

June 8, 2020

AWARDING A CONTRACT FOR JANITORIAL SERVICES TO CONSOLIDATED FACILITY SERVICES, LLC

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract between Sacramento Regional Transit District, therein referred to as "SacRT," and Consolidated Facility Services, therein referred to as "Contractor," whereby Contractor agrees to provide janitorial services, as specified, for an amount not to exceed \$472,692.44 for a 3-year term with a SacRT option to extend for 2 additional 1-year periods, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Contract.

STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary