BILL 2016-34

****** First Reading ******

Agenda Item

TO: Mayor and City Council

FROM: Zachary Johnson, Utility Director

DATE: August 1, 2016

RE: Janitorial Bids – Municipal Buildings

Issues

The attached ordinance will authorize the agreement with Coverall of Kansas City for cleaning services at the Public Safety building, Public Works (partial), Electric Shop (partial) and City Hall. Bids were advertised and three were received and publicly read on July 14, 2016. Coverall Kansas City was the lowest bid at $53,904 ($2,246 per month). Coverall currently has the contract for the city cleaning and the new bid price represents approximately a 17% increase. This is still significantly less than the next lowest bidder. We have addressed some concerns with the current work, and if Coverall cannot perform satisfactorily, we will have recourse to secure another vendor for the service.

Recommendation

Staff recommends that the Council approve the ordinance authorizing the agreement for janitorial services.

Bill 2016-34

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH COVERALL OF KANSAS CITY FOR PROFESSIONAL SERVICES FOR THE PURPOSE OF PROVIDING JANITORIAL AND MAINTENANCE SERVICES FOR CERTAIN CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI FACILITIES

WHEREAS, the City of Cameron has several facilities (City Hall, Public Safety Building, Public Works Building and Electric Department Building) that require janitorial and maintenance services on a routine basis; and

WHEREAS, Staff advised it is in the best interest of the City to outsource this work and bids were solicited; and

WHEREAS, following said bidding process, Coverall Kansas City provided the lowest and best bid in the amount of $53,904 for two years of janitorial services.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, CLINTON AND DeKALB COUNTIES, MISSOURI AS FOLLOWS:

Section 1. The City Manager is hereby authorized to enter into an agreement with Coverall Kansas City for professional services for the purpose of providing janitorial and maintenance services for certain city facilities all as per the agreement attached hereto and made a part hereof.

Section 2. The Mayor is hereby authorized to sign this Ordinance on behalf of the City of Cameron.

Section 3. The City Clerk is hereby directed to attest to the Mayor's signature.

Passed and approved on first reading this 1st day of August 2016.
Passed and approved on second reading this _____ day of _____ 2016.
Passed and approved on third and final reading this _____ day of _____ 2016.

_____
Mayor Jerri Ann Eddins

ATTEST:

_____
City Clerk/Finance Clerk

First Reading

AGREEMENT FOR JANITORIAL SERVICES

THIS AGREEMENT, made on the _____ day of August, 2016 by and between the CITY OF CAMERON, Clinton and DeKalb Counties, Missouri, a municipal corporation, hereinafter called "City", and Coverall Kansas City, hereinafter called "Contractor."

WHEREAS, the City wishes to retain Contractor to furnish janitorial and maintenance services for City Hall, Public Works/Utility Maintenance, Electric, Public Safety Building (Police, Fire) as authorized and directed under the terms and conditions of the "Cleaning Specifications for Buildings" and "Janitorial Schedule" attached herewith; and

WHEREAS, the City of Cameron reserves the right to cancel the contract for whatever reason upon providing a thirty (30) day written notice; and

WHEREAS, the Contractor shall provide the City with a Certificate of Liability Insurance in the amount of $1,000,000; and,

WHEREAS, the contract shall be for a term of two (2) years at the price of $2,246.00 per month. The starting date of this agreement is September 1, 2016.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first hereinabove written.

City of Cameron

_____
City Manager Mark Gaugh

Attest:

_____
City Clerk/Finance Clerk

_____
Company Representative

First Reading