



Legislation Text

File #: 52651, **Version:** 1

Fiscal Note

The proposed resolution authorizes a three year, competitively selected service contract with the option for two additional one year renewal terms with Environmental Controls of WI, Inc. for janitorial services at seven Madison Public Library locations. The Library's 2019 operating budget request includes \$139,318 for janitorial services. The estimated cost of the contract is \$128,000 in 2019 and will not exceed \$148,798 in 2019, \$151,774 in 2020, and \$154,809 in 2021 for a total of \$455,381 over the three year period.

Title

Authorizing the Mayor and City Clerk to enter into a 3-year, competitively selected service contract with the option for 2 additional 1-year renewal terms with Environmental Controls of WI, Inc for janitorial services at seven Madison Public Library locations.

Body

WHEREAS, Madison Public Library requires contracted janitorial services for seven library locations; and

WHEREAS, the current contract is due to expire on December 31, 2018; and

WHEREAS, the Purchasing Division and Madison Public Library through a competitive process solicited proposals for RFP #8702-0-2018-BO, Custodial Services, received seven written proposals; and

WHEREAS, an evaluation team coordinated by Purchasing staff and consisting of Madison Public Library and City Engineering staff conducted a detailed evaluation, scored and ranked each of the proposals using criteria including cost, skill, equipment, past performance, local vendor preference, and references; and Environmental Control of WI, Inc received the highest score; and

WHEREAS, Environmental Control of WI proposed a contract price not to exceed \$148,798 in Year 1, \$151,773.96 in Year 2, \$154,809.44 in Year 3, and an increase of no greater than 2% in each of the 2 optional renewal years; and

WHEREAS, under MGO 4.26(3)(e) service contracts of more than one year that average more than \$50,000 per year in cost require Common Council approval and signature by the Mayor and City Clerk;

NOW, THEREFORE, LET IT BE RESOLVED, that the Mayor and City Clerk are authorized to sign a contract with Environmental Control of WI, Inc for the purposes and at the price described above, for a term of 3 years; and

BE IT FURTHER RESOLVED, that the initial contract may be renewed with no more than 2% annual increase in the Year 3 contract price for two additional terms of one year each, upon mutual written agreement of the parties; and

BE IT FINALLY RESOLVED, that the Purchasing Agent is authorized to sign agreement(s) to effectuate the above-mentioned renewals, if upon consultation with the Madison Public Library s/he determines such renewal to be in the City's best interest and the form of the renewal document is approved by the City Attorney.