



City of Grand Island

Tuesday, December 18, 2007

Council Session

Item G9

**#2007-318 - Approving Contract for Housekeeping Services at the
Grand Island/Hall County Law Enforcement Center**

Staff Contact: Steve Lamken

Council Agenda Memo

From: Steven Lamken, Police Chief

Meeting: December 18, 2007

Subject: Law Enforcement Center Housekeeping Services Contract

Item #'s: G-9

Presenter(s): Steven Lamken, Police Chief

Background

The Police Department and Sheriff's Office will be moving operations to the new Law Enforcement Center. The Police Department has planned for and budgeted to contract a portion of the housekeeping services at the new facility. The Police Department advertised for bids for housekeeping services. The Department is recommending the Council approve the bid of Ray Aguilar Janitorial of \$31,200 per year for routine services and \$15.00 per hour for relief services for the Law Enforcement Center.

Discussion

The Police Department planned for and budgeted for contractual housekeeping services at the new law enforcement center. The Department advertised for bids for housekeeping services and sent letters requesting bids to vendors in preparation for occupying the new facility. Six bids for services were received by the bid opening date of November 20th. The bids were for housekeeping services that would be performed on a routine reoccurring basis and for relief services that would be performed when the Police Department custodian was unavailable. The Police Department contacted bidders and conducted reference checks. The Department has determined that Ray Aguilar Janitorial is the lowest bidder that meets the specifications set forth in the contract. The Police Department recommends the housekeeping services contract be awarded to Ray Aguilar Janitorial for \$31,200.00 per year for routine services and \$15.00 per hour for relief services. The bid prices are within the funds budgeted for this service in the operating budget of the facility.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the awarding of the bid for housekeeping services to Ray Aguilar Janitorial for:

Routine Housekeeping Services -	\$31,200.00 per year
Relief Housekeeping Services -	\$15.00 per hour

Sample Motion

Move to approve the award of the housekeeping services bid for the Law Enforcement Center to Ray Aguilar Janitorial for \$31,200.00 per year for routine services and \$15.00 per hour for relief services.



Dale M. Shotkoski, Assistant City Attorney

*Working Together for a
Better Tomorrow, Today*

**REQUEST FOR PROPOSAL
FOR
HOUSEKEEPING SERVICES FOR THE
GRAND ISLAND/HALL COUNTY LAW ENFORCEMENT CENTER**

RFP DUE DATE: November 20, 2007 at 11:20 a.m.

DEPARTMENT: Police

PUBLICATION DATE: October 29, 2007

NO. POTENTIAL BIDDERS: 9

SUMMARY OF PROPOSALS RECEIVED

M & M Cleaning Service
Grand Island, NE

Davis Floor Cleaning & Janitorial Service
Grand Island, NE

Steamatic
Grand Island, NE

Ray Aguilar Janitorial
Grand Island, NE

Roth Enterprises
Grand Island, NE

E & J Cleaning Service
Grand Island, NE

cc: Steve Lamken, Police Chief
Jeff Pederson, City Administrator
Dale Shotkoski, City Attorney
Sherry Peters, Legal Secretary

Robert Falldorf, Police Captain
David Springer, Finance Director
Wes Nespore, Assist. City Attorney

RESOLUTION 2007-318

WHEREAS, the City of Grand Island invited proposals for housekeeping services for the Law Enforcement Center, according to Request for Proposals on file with the Police Department; and

WHEREAS, on November 20, 2007, proposals were received, reviewed and evaluated in accordance with established criteria; and

WHEREAS, Ray Aguilar Janitorial of Grand Island, Nebraska, submitted a proposal in accordance with the terms of the Request for Proposals and all statutory requirements contained therein and the City Procurement Code, at a cost of \$31,200.00 per year for routine services and \$15.00 per hour for relief services.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the proposal of Ray Aguilar Janitorial of Grand Island, Nebraska, at a cost of \$31,200.00 per year for routine services and \$15.00 per hour for relief services is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such contract on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska on December 18, 2007.

Margaret Hornady, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐
December 13, 2007	☐ City Attorney