



CITY COUNCIL COMMUNICATION

September 22, 2009

SUBJECT: Renewal of Annual Contract for Janitorial Services
SUBMITTED BY: Kyle McAdams, Fleet & Facility Administrator
REFERENCE NO: Bid No. 028-06

ACTION REQUESTED:

Consider renewal of Bid No. 028-06 for janitorial services with Commercial Building Maintenance, Inc., Dallas, Texas 75235.

ALTERNATIVES:

- Do Not Approve
- Re-Bid

SUMMARY OF SUBJECT:

During FY2006, the Purchasing Department, on behalf of Facility Maintenance, solicited bids for janitorial services for the city's various facilities. Bids were requested by 19 separate vendors. Completed bid packages were received from 13 companies. All bids were examined and it was determined that the lowest qualified vendor was Commercial Building Maintenance, Inc. Dallas, Texas.

Over the last year, CBM's performance has been acceptable with minimal issues. It is staff's recommendation, based on mutual agreement of both parties that City Council extend their contract for an additional year. This contract was for an initial one (1) year period with three (3) one-year renewals. This will be last renewal of the three (3) year agreement, and the contract will bid next year.

