



Office of the City Manager

ACTION CALENDAR
February 19, 2019

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Henry Oyekanmi, Director, Finance
 Subject: Contract: Pride Industries for Citywide Janitorial Services at Various Locations

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a three-year contract and any amendments with Pride Industries to provide Citywide Janitorial Services at twenty nine (29) various City locations and facilities for the period May 1, 2019 to April 30, 2022, in an amount not to exceed \$3,725,735.34, with an option for two (2) one-year extensions for a maximum five (5) year contract for an amount not to exceed \$6,414,880.53, subject to the City's annual budget appropriation process.

FISCAL IMPACTS OF RECOMMENDATION

By awarding a citywide contract over the next several years, the City will continue to receive financial benefit from the economy of scale leveraged when services for various sites were combined into a single contract in 2013. The negotiated amounts for the recommended award reflect an average increase of 11%. This increase, in large part, can be attributed to the rise in the City of Berkeley Living Wage which increased 35% (from \$11.39 to \$15.45 dollars) since the execution of the current contract. Other factors contributing to the change in costs are: increased expenditures for "green" products/practices, utilization of web-based technology to track performance for key custodial services and a standard operations plan that includes management oversight, on-site supervision, regular client review with performance metrics and robust reporting capability. The funds for the contract will be available in each individual department's budget on an annual basis for both the original three-year term and any of the exercised extensions. This contract has been entered into the City's contract database and assigned CMS No. F1B2K.

The Scope of Service includes 29 sites which are listed below:

All Mental Health Facilities (4 Locations) 1521 and 1535 University, 3282 Adeline Street, 2636 and 2640 Martin Luther King Jr. Way and 1890 Alcatraz Ave. Budget Codes: 011-51-503-520-0000-000-451-622110, 011-51-503-522-2009-000-451-622110,

315-51-503-520-0000-000-451-622110, 315-51-503-525-2017-000-451-622110, 316-51-503-520-0000-000-451-622110, 316-51-503-522-2009-000-451-622110 \$57,474 annually.

Public Works Facilities (Five Locations): 1947 Center Street, 2100 Martin Luther King Jr. Way (Public Safety Building), Senior Centers: 2939 Ellis Street, 1900 Sixth Street, 1011 University Avenue. Budget Codes: 636-54-624-696-0000-000-474-622110, 011-54-624-702-0000-000-412-622110, 673-54-624-696-0000-000-474-622110 \$409,054 annually.

Parks, Recreation and Waterfront Facilities: (Nine Locations): 2720 Hillegass Ave., 1720 Eighth Avenue, 1301 Shattuck Avenue, 2800 Park Street, 1730 Oregon Street, 2701 Telegraph Avenue, 201 University Avenue, 125-127 University Avenue and the Berkeley Marina Restrooms. Budget Codes: 011-52-543-576-0000-000-461-622110, 011-52-543-579-0000-000-461-622110, 011-52-543-572-0000-000-461-622110, 011-52-543-573-0000-000-461-622110, 011-52-543-580-1011-000-461-622110, 011-52-543-576-0000-000-461-622110, 608-52-544-590-0000-000-474-622110, 608-52-544-590-0000-000-474-622110 \$215,584 annually.

Police Traffic Substation: 841 Folger Street Budget Code: 631-71-703-812-0000-000-474-624110 \$12,827 annually.

Fire: 997 Cedar Street, and all seven (7) Fire Station's semi-annual carpet cleanings. Budget Code: 011-72-742-836-0000-000-422-624110 \$16,184 annually.

Planning: 1947 Center Street Budget Code: 621-53-581-000-0000-000-471-622110 \$127,588 annually.

Animal Shelter: 1 Bolivar Drive Budget Code: 011-21-203-000-0000-000-424-624110 \$23,653 annually.

CURRENT SITUATION AND ITS EFFECTS

A Request for Proposal was advertised in September 2018. Upon reviewing the cost, references and financial capabilities, Pride Industries' proposal was determined to offer the best value for the City based on the selection criteria included in the RFP. The facilities covered by the RFP include sites previously serviced under contract. The services for these sites have been performed by an outside vendor and the RFP is the continuation of this service. No City of Berkeley employees are displaced by this contract. In accordance with State Law, California Labor Code Sections 1060-1065 Chapter 4.5 – Displace Janitor Opportunity Act, employees with the current contract holder, Universal Building Services, will be offered employment with Pride Industries.

BACKGROUND

Universal Building Services (UBS) has acted as the source of citywide janitorial services for over ten (10) years. A one-year contract extension was exercised to UBS by the City in July 2018. In September of 2018, the City released RFP (#18-11213-C) to provide citywide janitorial services. Eight (8) Janitorial Service providers responded to the RFP: Beatty’s Services, Crossroads, Imperial Maintenance, Karla’s Janitorial, Pride Industries, Quality Cleaning Professionals, SWA Services and Universal Building Services. Walk throughs for all of the Scope of Services were performed and six (6) proposals were provided for evaluation. A selection panel comprised of City staff, who would receive services under the resulting contract, met to evaluate the proposals. The panel evaluated the proposals in accordance with the criteria listed in the RFP:

Transition Plans & Daily Operational Approach	50%
Price	30%
Previous Experience	25%
Qualifications	25%
Environmental Plan & Sustainability	20%

The panel evaluated each proposal on its merits and identified the top two vendors, Pride Industries and SWA Services, for an in depth interview. References were checked before the interview process. The panel concluded after the interviews that there was no discernable difference in quality between the two finalists. A “Best and Final Offer” was asked from each to be provided to the City in 48 hours.

ENVIRONMENTAL SUSTAINABILITY

The RFP required all respondents to certify compliance with the City of Berkeley's strict environmental policy requirements. The recommended vendor is an International Sanitary Supply Association, Cleaning Industry Management Standards Green Building certified (ISSA CIMS-GB Certified with Honors) organization. The designation is awarded to ISSA members that demonstrate their organizations are "prepared to deliver quality, customer-focused services and ensures an organization is capable of delivering a comprehensive green cleaning program based on Leadership in Energy and Environmental Design: Existing Building Operations and Maintenance (LEED: EB O&M) green-cleaning criteria." The vendor also hold the ISSA Certification Experts (I.C.E.) designation awarded members that are "ready to provide training and consulting services to cleaning organizations interested in complying with and preparing to be certified to the Cleaning Industry Management Standard (CIMS)." The vendor also produces and will use its own certified Green Cleaning products that are recognized by the US Environmental Protection Agency's (EPA) Safer Choice Program and are packaged and labeled by people with disabilities. The vendor was named EPA Safer Choice Program Partner of the Year in 2017.

RATIONALE FOR RECOMMENDATION

Pride Industries' Best & Final offer came in under \$2 million dollars from the other finalist SWA Services. Pride Industries offers the best value for the City of Berkeley in terms of its experience, met all of the City's specifications and received the highest rating from the selection panel. Based on these factors, the panel recommends Pride Industries for the next citywide janitorial contract.

ALTERNATIVE ACTIONS CONSIDERED

None. The City went out to bid, exercised due diligence in evaluating the bids and satisfied the competitive process.

CONTACT PERSON

Shari Hamilton, General Services Manager, Finance Department, 981-7329

ATTACHMENT

1. Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: PRIDE INDUSTRIES FOR CITYWIDE JANITORIAL SERVICE
FOR VARIOUS CITY LOCATIONS AND FACILITIES

WHEREAS, janitorial services are critical for cleaning and maintaining service at various City locations and facilities; and

WHEREAS, the City does not have available staff to perform these janitorial services at these sites; and

WHEREAS, the facilities covered by the RFP include sites previously serviced under contract; and

WHEREAS, the services for these sites have been performed by an outside vendor and the RFP is a continuation of this service; and

WHEREAS, no City of Berkeley employees are displaced by this contract; and

WHEREAS, the contract for each of these various locations and facilities will expire on June 30, 2019 and a Request for Proposal (RFP) was duly advertised in September 2018, resulting in the following six responses: Beatty's Services, Imperial Maintenance, Quality Pro Maintenance, Pride Industries, SWA Services and Universal Building Services; and

WHEREAS, as part of the competitive proposal solicitation that was held for providing janitorial services to various city locations and facilities, the proposal submitted by Pride Industries was determined to best meet the City's needs; and

WHEREAS, funds are available in the current year budget in the General Fund and this contract has been entered in the Citywide contract database and assigned CMS No. F1B2K.

NOW THEREFORE, BE RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract and any amendments with Pride Industries for Citywide janitorial service at 29 various City locations and facilities for the period May 1, 2019 to April 30, 2022 in an amount not to exceed \$3,725,735.34 with an option for two one-year extensions for a total five-year contract for an amount not to exceed \$6,414,880.53. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.

