



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 6, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Authority to award Contract 18-970-11, Janitorial Services at Various Locations, Groups B and D to Perfect Cleaning Service Corporation, in an amount not to exceed \$109,920.00, Account 101-69000-612490, Requisition 1487112

Dear Sir:

On April 5, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 18-970-11, Janitorial Services at Various Locations.

In response to a public advertisement of June 13, 2018, a bid opening was held on July 10, 2018. The bid tabulation for this contract is:

GROUP A: STICKNEY SERVICE AREA

ECO-CLEAN MAINTENANCE, INC.	\$395,134.00
PERFECT CLEANING SERVICE CORPORATION	*\$517,800.00
BOYE JANITORIAL SERVICE, INC.	*\$552,450.00
CLEAN AS A WHISTLE, LLC	*\$995,348.42

GROUP B: LOCKPORT POWER HOUSE

ECO-CLEAN MAINTENANCE, INC.	\$23,328.00
PERFECT CLEANING SERVICE CORPORATION	\$23,400.00

GROUP C: CALUMET WRP

ECO-CLEAN MAINTENANCE, INC.	\$95,128.00
PERFECT CLEANING SERVICE CORPORATION	\$121,023.00
BOYE JANITORIAL SERVICE, INC.	\$133,170.00

GROUP D: EGAN WRP

ECO-CLEAN MAINTENANCE, INC.	\$79,071.00
PERFECT CLEANING SERVICE CORPORATION	\$86,520.00

*corrected total

One hundred thirty (130) companies were notified of this contract being advertised and twenty two (22) companies requested specifications.

A review of the bid submitted by Eco-Clean Maintenance, Inc., revealed that an authorized officer failed to sign the Proposal page, P-17, where indicated in the contract documents. Therefore, their bid is considered non-responsive and rejected in accordance with the contract specifications under *Bidders Requirements and Instructions to Bidders*. The Director of Procurement and Materials Management has informed Eco-Clean Maintenance, Inc., of this action.

The Affirmative Action Ordinance, Revised Appendix D applies to Group A only for this contract. The participation goals are 20 percent Minority Business Enterprise (MBE), 9 percent Women Business Enterprise (WBE) and 10 percent Small Business Enterprise (SBE).

A review by the Diversity Administrator for the Utilization Plan submitted by Perfect Cleaning Service Corporation (Perfect Cleaning) indicated a shortfall for MBE and WBE goals. Perfect Cleaning's participation goals were 18.8 percent MBE, 8.46 percent WBE, and 66.75 percent SBE. Perfect Cleaning did not submit with its bid a signed waiver request form for the shortfall in the requirements of MBE and WBE participation goals. Thus, Perfect Cleaning's Utilization Plan is not in apparent compliance with the requirements of the Affirmative Action Ordinance, Revised Appendix D and the bid should be deemed non-responsive and rejected. The Director of Procurement and Materials Management concurs with the Diversity Administrator.

Therefore, the bid submitted by Perfect Cleaning for Group A of this contract is considered non-responsive and rejected. The Director of Procurement and Materials Management has informed Perfect Cleaning Service Corporation of this action.

A review by the Diversity Administrator for the Utilization Plan submitted by Boye Janitorial Service, Inc. (Boye Janitorial), indicated no participation for the WBE goal. Boye Janitorial provided 20 percent MBE participation, 0 percent WBE participation, and Boye Janitorial offers itself to satisfy the SBE participation goal. Boye Janitorial's Utilization Plan did not commit to WBE participation equal to or greater than the contract goal of 9% set forth in the solicitation. Furthermore, Boye Janitorial did not request a partial or total waiver of the WBE goal requirement by submitting a signed Waiver Request Form with the bid. Thus, Boye Janitorial's Utilization Plan is not in apparent compliance with the requirements of the Affirmative Action Ordinance, Revised Appendix D and the bid should be deemed non-responsive and rejected. The Director of Procurement and Materials Management concurs with the Diversity Administrator.

Therefore, the bid submitted by Boye Janitorial for Group A of this contract is considered non-responsive and rejected. The Director of Procurement and Materials Management concurs and has informed Boye Janitorial Service, Inc., of this action.

A review of the bid submitted by Clean as a Whistle revealed that the bid is approximately 83 percent over the District's estimated cost and is considered too high for award. Therefore, the bid is rejected in the public's best interest. The Director of Procurement and Materials Management has informed Clean as a Whistle of this action.

The bids submitted by Perfect Cleaning Service Corporation and Boye Janitorial Service, Inc., for Group C of this contract are 22 percent and 34 percent over the District's estimated cost and considered too high for award. Therefore, both bids are rejected in the public's best interest. The Director of Procurement and Materials Management has informed Perfect Cleaning Service Corporation and Boye Janitorial Services, Inc., of this action.

Perfect Cleaning Service Corporation, the lowest responsible bidder for Groups B and D, is proposing to perform the contract in accordance with the specifications. The estimated costs for Groups B and D of this contract was \$108,800.00, placing their bid of \$109,920.00 approximately 1 percent above the estimated costs for Groups B and D.

The Multi-Project Labor Agreement (MPLA) is not included in this contract because the classification of work does not fall within the provisions of the MPLA.

The contract will require approximately fifteen (15) people for the services.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to award Contract 18-970-11, Groups B and D to Perfect Cleaning Service Corporation, in an amount not to exceed \$109,920.00, subject to the contractors furnishing performance bonds in form satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

The work under his contract shall commence upon approval of the Contractor's Bond and terminate three years thereafter, or upon expenditure of available funds, whichever occurs sooner.

Funds for the 2018 expenditure, in the amount of \$8,880.00, are available in Account 101-69000-612490. The estimated expenditure for 2019 is \$36,640.00, for 2020 is \$36,640.00, and for 2021 is \$27,760.00. Funds for the 2019, 2020, and 2021 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

The Maintenance and Operations Department has recommended to re-advertise Groups A and C of this contract in the future.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for September 6, 2018