



## **REPORT TO CITY COUNCIL**

**To: Honorable Mayor and Members of the City Council**

**From: Grant Yates, City Manager**

**Prepared By: Dave Nichols, Public Works General Service Manager**

**Date: June 12, 2018**

**Subject: Award of Contract to Omni Enterprise, Inc. for FY2018-2019 Janitorial Services**

### **Recommendation**

Approve and authorize the City Manager to award and execute the contract for FY 2018-2019 Janitorial Services to Omni Enterprise, Inc. in the amount of \$87,000 plus \$10,000 for unforeseen additional services, bringing the not to exceed contract total to \$97,000 in the form attached and in such final form as approved by the City Attorney.

### **Background**

The current janitorial contract has been in place since 2015 and all extensions have been exhausted, therefore Public Works Department put out an RFP for Janitorial Services.

### **Discussion**

PW Operations published a Request for Proposal for city wide Janitorial Services on April 23<sup>rd</sup>, 2018. Fourteen companies submitted proposals. Staff reviewed the proposals for completeness, experience, listed references, and pricing. Four firms were selected for interviews. Four staff members from PW Operations conducted the interviews, and references for these firms were called.

Taking all issues into consideration the choice was unanimous that Omni Enterprise, Inc. has the most similar experience, the best references, and coincidentally the best pricing of the four firms interviewed. They have existing contracts with various agencies whose facilities and parks are like ours, and they have over 40 janitors currently employed. For them to immediately provide qualified vetted staff for our city will not be an issue.

### **Fiscal Impact**

Funding has been budgeted for in the FY2018-19 Public Works Operating Budget

### **Exhibits**

A - Omni Enterprise, Inc. Contractor's Scope of Work & Proposal Price Breakdown

B - Omni Enterprise, Inc – Exhibit B – Contractor Service Agreement