

E Environment Committee
Meeting date: February 9, 2010

ADVISORY INFORMATION	
Date:	February 4, 2010
Subject:	Authorization to Award Contract for Janitorial Services for Metropolitan Council Environmental Services (MCES) Facilities
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures – Procurement of Goods and Services Over \$250,000
Staff Prepared/Presented:	Jody Jacoby 651-602-1144
Division/Department:	MCES c/o William G. Moore 651-602-1162

Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to execute a contract with Sun Building Cleaning, Inc. to provide janitorial services for Environmental Services at the Metro Plant and Metro 94 locations for a period of three years.

Background

MCES uses contract janitorial services to clean certain areas such as office areas, locker rooms, and warehouse and laboratory areas at the Metro Plant and Metro 94.

A formal Invitation for Bids (IFB) was issued for these services. Bid packages were requested by six (6) potential suppliers, three (3) bids were received.

Sun Building Cleaning, Inc. was the lowest priced, responsible, responsive bidder. The contract will be for a period of three years. Expenditures for these services are somewhat variable, depending on need, but are estimated at approximately \$100,000 per year, or 301,114 for the total three-year period.

Rationale

Procurement of Goods and Services for amounts over \$250,000 requires Council approval.

Funding

Funds are available from the Annual Operating Budget.

Known Support / Opposition

None