



Commerce City

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Status: ATS Review

In Control: City Council

File Type: Resolution

A RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR CITYWIDE CUSTODIAL SERVICES TO TOWN AND COUNTRY DEVELOPMENT CORPORATION

Summary & Background

The purpose of this resolution is to authorize award of a 1-year contract for citywide custodial services to Town and Country Development Corporation d/b/a The Key People Company; the base amount of the contract/extension is \$523,920 plus additional services up to an amount of \$15,000.

Summary & Background

In October 2021, a Request for Proposals (RFP) was posted on the City's website - eight (8) proposals were received to provide City-wide custodial services. The City assembled a panel of five (5), consisting of representatives from PRG, PD, and PW to review and score each proposal against criteria defined in the RFP document. Criteria included;

- Approach to Services
- Timeline
- Qualifications/Experience
- Outreach Approach
- Cost
- Innovation/Creativity
- Affirmative Participation Plan

The initial review and assessment of each proposal yielded three (3) finalists, which were then invited to an in-person interview process. Results of the initial assessment as well as results of the in-person interview were compiled and assessed; City staff determined that the respondent whose proposal provides the best value to the City is Town and Country Development Corporation d/b/a The Key People Company.

Upon presentation of the City staff recommendation at the 6 December 2021 City Council Meeting, City Council voted not to proceed down this path; rather, directing City staff to enter into a 1-year agreement with the current contractor (Town and Country Development Corporation d/b/a The Key People Company). During this 1-year time period, City Council directed staff to investigate the efficacy/cost/benefit etc... of performing custodial services in-house versus via contract.

The current contractor indicated it would be amenable to a 1-year contract with a base amount of the contract of \$523,290 plus additional services up to an amount of \$15,000.

Staff Responsible (Department Head): Joe Wilson, Director of Public Works

Staff Presenting: David Bebak, Fleet and Facilities Manager

Financial Impact: The base cost to the City for this contract is \$523,920 for a 1-year term plus additional services up to an amount of \$15,000.

Funding Source: Facilities Operating Budget

Staff Recommendation: Approve the resolution-authorizing award of a 1-year contract for citywide custodial services to Town and Country Development.

Suggested Motion: Motion to Approve Resolution Authorizing Award of a Contract for Citywide Custodial Services to Town and Country Development Corporation.