



**City of Waukesha**  
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<b>Committee:</b> Transit Commission	<b>Date:</b> 10/17/2024
<b>Common Council Item Number:</b> ID#24-10937	<b>Date:</b> 11/7/2024
<b>Submitted By:</b> Alex Damien, Director of Public Works	<b>City Administrator Approval:</b> Anthony Brown, City Administrator AB
<b>Finance Department Review:</b> Joseph Ciurro, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> Review and Act on Bid from Coverall North America, Inc. for Janitorial Services for the Transit Center	

**Details:**  
This item is to seek the approval of the Janitorial Service Bid from Coverall North America, Inc. to clean the Transit Center on a daily basis. The current agreement with Coverall expires November 7, 2024 so a new bid was conducted for a new three-year period. As the bid tab attached illustrates, bids for the first year were: \$30,000.00 and \$35,326.80 and total bids over the three-year period were: \$97,200.00 and \$105,980.40. A third bid was received late and could not be accepted. The lowest bid was from Coverall, the incumbent, who has been doing a good job cleaning the facility.

**Options & Alternatives:**  
The only alternative would be to hire staff to clean the Transit Center but the costs would be considerably higher as the daily cost from Coverall is only \$82.

**Financial Remarks:**  
As stated in the detail, the Coverall bid was \$30,000.00 for Year 1 and Year 2 increases to \$32,400 and Year 3 increases \$34,800. The cost of this service is allocated 90% to the Transit Commission and 10% to the Parking Utility operating budgets.

**Executive Recommendation:**  
Recommend approval.