



**CITY OF WAUKESHA  
Administration**

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| <b>Common Council Item Number:</b><br><a href="#">Click here to enter text.</a>   | <b>Date:</b><br><b>12/12/2016</b>   |
| <b>Submitted By:</b><br>Ron Grall, Director of Parks, Recreation & Forestry<br>Melissa Philipps, Buildings & Facilities Maintenance Supervisor                          | <b>City Administrator Approval:</b><br>Kevin Lahner, City Administrator <b>KL</b> |
| <b>Finance Department Review:</b><br>Rich Abbott, Finance Director <b>RA</b>  | <b>City Attorney's Office Review:</b><br>Brian Running, City Attorney <b>BER</b>  |
| <b>Subject:</b><br>Approval and authorization of contract between City of Waukesha and Jani-King of Milwaukee for Custodial Services at the Schuetze Recreation Center. |   |

**Details:**  
Waukesha Parks, Recreation & Forestry Department (WPRF) is contracting with Jani-King of Milwaukee to provide custodial services for the Schuetze Recreation Center. This is a re-bid of the previous custodial contract. The Contract includes all labor, supervision, and cleaning materials to provide cleaning services seven days a week during third shift hours of all rooms including floors, windows, restrooms, garbage removal, dusting, sanitizing, etc. The City Attorney and Jani-King staff have reviewed and approved this contract.

**Options & Alternatives:**  
WPRF staff considers contracting with Jani-King of Milwaukee to be the most efficient and cost effective method to maintain cleanliness of the Schuetze Recreation Center during the off hours, due to their expertise and experience.

**Financial Remarks:**  
The contract amount is \$35,400, which is up slightly as this has not been bid in several years, and we are increasing the frequency from five days a week to seven days a week. This is budgeted for with \$32,000 coming from the Recreation other professional services (5310.52190) and \$3,400 from the Recreation building maintenance (5310.52470).

**Executive Action:**  
Recommend approval of the contract between City of Waukesha and Jani-King and authorize the Mayor to enter into this contract.

**Committee Recommendation:**  
The Parks, Recreation & Forestry Board reviewed this item on December 19, 2016.

