



CITY OF WAUKESHA

Administration

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Committee: Transit Commission	Date: 10/7/2021
Common Council Item Number: 21-2888	Date: 10/9/2021
Submitted By: Alex Damien, Interim Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Bridget Souffrant, Finance Director BS	City Attorney's Office Review: Brian Running, City Attorney
Subject: Approval of Janitorial Service Bid from Coverall North America, Inc. for Cleaning 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, 2021 so a new bid was conducted for a new three-year period. As the bid tab attached illustrates, bids for the first year were: \$21,600.00 and \$38,040.00 and total bids over the three-year period were: \$70,800.00 and \$114,120.00. 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 facility but the costs would likely be considerably higher as the daily cost from Coverall is only \$60.17.

Financial Remarks:
 As stated in the detail, the Coverall bid was \$21,600.00 for Year 1 and Year 2 increases to \$23,400 and Year 3 increases \$25,800. The Year 1 bid is 9.1% higher than the current price (\$19,800) but is still \$16,440 less than the other bidder's Year 1 price and \$44,000 less than the other bidder over the three-year period. Given low unemployment rate and pressure to increase wages, we had expected a first year cost increase of 32%. The cost of this service is allocated 90% to the Transit Commission and 10% to the Parking Utility operating budgets.

Executive Recommendation:
 Recommend approval.

