

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY

Public Works Committee  
SUBMITTED BY



Ben Coopman, Director of Public Works  
DRAFTED BY

October 16, 2013  
DATE DRAFTED

### Authorizing Contract for Janitorial Services for the Rock County Department of Public Works

- 1 **WHEREAS**, funds are included in the budget each year to contract with a janitorial company for
- 2 cleaning services for the Rock County Public Works Department - Parks, Airport and Highway
- 3 Divisions; and,
- 4
- 5 **WHEREAS**, the current contract with Peterson Cleaning, Inc. of Rockford, Illinois will expire at
- 6 year end; and,
- 7
- 8 **WHEREAS**, the Department of Public Works prepared the specifications and Rock County
- 9 Purchasing Division did solicit cost proposals from various janitorial companies (results
- 10 attached); and,
- 11
- 12 **WHEREAS**, the Rock County Department of Public Works administrative staff did review the
- 13 proposals and is recommending the most qualified bidder.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 16 assembled this 24 day of October, 2013, that a contract for office building
- 17 cleaning services be awarded to Diversified Building Maintenance, Janesville WI, based on the
- 18 terms and conditions set forth in the contract; and,
- 19
- 20 **BE IT FURTHER RESOLVED**, that periodic payments be made to the vendor upon approval
- 21 of the Public Works Committee.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Kurtis L Yankee  
Kurtis Yankee, Chair

Betty Jo Bussie  
Betty Jo Bussie, Vice-Chair

Eva M. Arnold  
Eva M. Arnold

Brent Fox  
Brent Fox

Rick Richard  
Rick Richard

13-10B-436

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FISCAL NOTE:

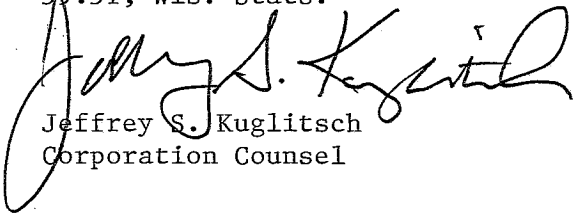
Sufficient funding will need to be included in the 2014-2016 budgets for the cost of this contract.



Sherry Oja  
Finance Director

LEGAL NOTE:

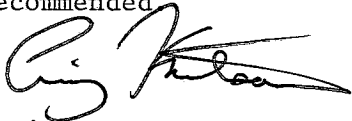
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended



Craig Knutson  
County Administrator

Executive Summary  
Authorizing Contract for Janitorial Services  
for the Rock County Department of Public Works

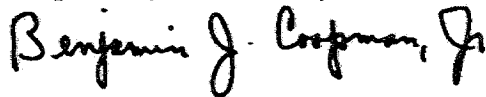
Every three years, the Department of Public Works (DPW) solicits cost proposals from firms to clean the DPW office on Newville Road and the Southern Wisconsin Regional Airport office. The current contract with Peterson Cleaning, Inc. expires on December 31, 2013.

Department staff, in collaboration with the Rock County Purchasing Division, received sealed proposals on September 30, 2013. Results of those bids are enclosed with the resolution.

After review of the proposals and related costs, DPW staff recommends award of the contract for 2014-2016 to the most qualified bidder, Diversified Building Maintenance, of Janesville, Wisconsin in the amount of \$7,114 for 2014, \$7,210 for 2015 and \$7,300 for 2016. The total three year contract will be \$21,624.

These new bids are within the estimated requested amounts in the 2014 budget.

Respectfully submitted by,



Benjamin J. Coopman, Jr., P.E.  
Director of Public Works



**PROPOSAL SUMMARY FORM**

PROJECT NUMBER 2014-07  
 PROJECT NAME CLEANING SERVICES  
 PROPOSAL DUE DATE SEPTEMBER 30, 2013 – 12:00 NOON  
 DEPARTMENT PUBLIC WORKS & AIRPORT

	DIVERSIFIED JANESVILLE WI	CLEAN POWER MADISON WI	PETERSON ROCKFORD IL	SERVICEMASTER JANESVILLE WI
RATER 1	94	92	91	89
RATER 2	87	60	67	56
RATER 3	90	80	65	65
<b>TOTAL SCORE</b>	<b>271</b>	<b>232</b>	<b>223</b>	<b>210</b>
2014 AIRPORT	2,304.00	2,149.31	3,324.00	2,400.00
2015 AIRPORT	2,350.00	2,149.31	3,423.72	2,500.00
2016 AIRPORT	2,390.00	2,170.80	3,526.43	2,600.00
<b>TOTAL AIRPORT</b>	<b>\$ 7,044.00</b>	<b>\$ 6,469.42</b>	<b>\$ 10,274.15</b>	<b>\$ 7,500.00</b>
2014 DPW	4,810.00	4,599.72	4,800.00	4,400.00
2015 DPW	4,860.00	4,599.72	4,944.00	4,500.00
2016 DPW	4,910.00	4,645.72	5,092.32	4,600.00
<b>TOTAL DPW</b>	<b>\$ 14,580.00</b>	<b>\$ 13,845.16</b>	<b>\$ 14,836.32</b>	<b>\$ 13,500.00</b>
<b>TOTAL 3-YEAR CONTRACT</b>	<b>\$ 21,624.00</b>	<b>\$ 20,314.58</b>	<b>\$ 25,110.47</b>	<b>\$ 21,000.00</b>

Request for Proposal was advertised in the Beloit Daily News and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI L MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: DIVERSIFIED BUILDING MAINTENANCE

Benjamin J. Cooper, Jr.  
SIGNATURE

10-16-2013  
DATE

GOVERNING COMMITTEE APPROVAL:

/s/Kurtis Yankee  
CHAIR

5-0

VOTE

10/16/13

DATE