

Date: April 16, 2019

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Christopher Wildman, CPA, Chief Financial Officer, and Treasurer
Kevin Liebe, Director of Operations, Facilities, and Transportation

Subject: Approval of the Custodial Service Bid

Policy Alignment: Policy 4:60 – Purchasing and Contracts

Strategic Plan Alignment: We practice fiscal responsibility while maintaining an operating fund balance of at least 25%.

Disposition: Action

Executive Summary:

The District is currently under contract with ABM (formerly GCA Education Services) for our custodial services, which will expire on July 31, 2019. On January 7, 2019, a Request for Bid was released for Custodial Services. On February 12, 2019, Administration interviewed three firms and based on the results of the interviews and advice from the District's counsel no firm was identified as the lowest responsible and responsive bidder. At the March 12, 2019 Board of Education Meeting, Administration recommended that the Board reject all bids received and to rebid a new Request for Bid (RFB) for Custodial Services.

An *Invitation to Bid* notice was advertised in the Chicago Tribune and the Daily Herald on March 20, 2019, and a Request for Bid: Proposal and Specifications for Custodial Services were released. A mandatory pre-bid meeting and walk-through were held on March 26, 2019, at Edgewood Middle School, where twelve (12) vendors attended. On April 4, 2019, seven bids were opened and publicly read aloud. Bids were received from ABM Building Value, GSF-USA, Inc., LGC Global Facility Management, RJB Properties, Inc., GDI Integrated Facility Services, Emeric Facility Services, and CityWide Building Maintenance (see attached bid tabulation). Bids were evaluated using the following criteria; 1) completeness and accuracy of responses to all proposal document requests and qualitative analysis of the responses; 2) dollar cost of the proposal; and 3) the Board's assessment of the bidder's ability to responsibly fulfill the Board's needs. Firms were assessed using a qualitative rubric to calibrate references, the longevity of the contract and custodial industry for public schools, longevity and turnover factors regarding administrative and executive procedures.

ABM Building Value was identified as the lowest responsible and responsive bidder. ABM's new bid price cost is \$1,332,496, an increase of approximately 10.5% for fiscal 2020 (the first year of the proposed five-year contract) over fiscal 2019, the current annualized contract amount of \$1,206,252. The contract is to be renewed on a year-to-year basis, no later than May 1st of Years 1-4. Annual increases over the remaining four years of the proposed five-year contract shall be limited to an increase of no more than the Consumer Price Index from the previous fiscal year.

The administration has reviewed and discussed the Custodial Services bid at the Facilities Committee meeting on April 10, 2019. Based on the results, the administration recommends to the Board of Education on April 16, 2019 Board Meeting, to award the contract to ABM Building Value to provide Custodial Services to the district beginning July 1, 2019 through July 31, 2020, for the bid cost of \$1,332,496 with provisions to enter into four one-year renewals of the contract potentially providing service through July 31, 2024.

Recommendation: Approval

Suggested Motion: May I have a motion to approve the contract with ABM Building Value to provide custodial services to the district beginning July 1, 2019 through July 31, 2020, for the bid cost of \$1,332,496 with provisions to enter into four one-year renewals of the contract potentially providing service through July 31, 2024.

**CUSTODIAL SERVICES
BID TABULATION**

Thursday, April 4, 2019

Company	Mandatory Walk Thru	Flash drive	10% Bid Bond	Grand Total (I-IV)	Comments
LCG Global	X		✓	1,704,343.48	
ABM	X	✓	✓	1,332,496.34	
GSF USA	X	✓	✓	1,449,743.51	
RJB Properties	X	✓	✓	1,363,437.00	
GDI	X	✓	✓	1,709,808. ⁰⁰	
<i>Emeric</i> Facility Services	X	✓	✓	1,375,534.71	
City Wide	X	✓	✓	1,336,025.75	
RMG Facility Services	X				No Bid
Smith Maintenance	X				No Bid
RNA	X				Bid declined arrived at 10:10 AM.
Alpha Building Maintenance	X				No Bid
Noble	X				No Bid