



CITY COUNCIL AGENDA FORM

Meeting Date: _____ Agenda item: _____
Prepared by: Kyle Hunter Reviewed by: _____
Department: IT _____

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding awarding Bid **LM #02-23** to Glistening Spaces Inc. for janitorial services in the amount of \$11,263.44

ATTACHMENTS FOR REFERENCE

1. Bid Tab

STAFF BRIEFING:

- In order to maintain a clean and orderly business environment for both employees and citizens, the City of La Marque utilizes professional janitorial services for city facilities
- On August 24, 2022, a bid notice was posted on the City's website
- Five (5) interested vendors attended the mandatory pre-bid conference on August 31, 2022.
- Six (6) interested vendors attended the walk-around to each of the city facilities
- On Wednesday, September 7, 2022, five (5) bids were submitted and three (3) were qualified to continue the process
- Janitorial products and consumables are purchased separately as better pricing is available when obtained by the city
- The bid amounts are based on specifications supplied by the City of La Marque
- Contract will be reviewed by City Attorney once bid is awarded
- Staff recommends awarding the bid for LM #02-23 Janitorial Services to Glistening Spaces Inc. the lowest qualified bid meeting specifications

HISTORY:

TARGET IMPLEMENTATION: October 21, 2022

SIGNIFICANT ACTION DATES:

08.24.2022 - Bid Packet posted on City website

09.07.2022 - Bids opened

Cost Details:	
Budgeted	See attached
Actual Bid	
Estimated Expenditure	11,263.44



CITY COUNCIL AGENDA FORM

ACTION:

- Ordinance Resolution
- Special Presentation Proclamation
- Finance Report Public Hearing
- Other - Approval of Contract
- Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures

Acct. Name(s)	Various Depts.
Line Item #	Various Depts.
Other Funding	N/A

STAFF’S RECOMMENDATION: Motion to approve the contract for Bid **LM #02-23** to American Janitorial Services, Inc. for janitorial services in the amount of \$11,263.44

FISCAL IMPACT: Budgeted line item - \$



CITY COUNCIL AGENDA FORM

Janitorial Services Quote FY 2022-2023 BID TAB

	Ambassador	American	Erica Randle (Not qualified)	Sea Sweep (Not qualified)	Glistening
City Hall (2X Week)		350.00			104.29
Council Chambers (2X Week)		295.00			104.29
Police Dept. (3X week)		380.00			169.47
Library (3X Week)		575.00			143.40
Fire Dept. Admin- Bayou Rd. (1X Week)		140.00			110.81
Economic Development (2X Week)		290.00			91.26
Public Works (2X Week)		260.00			104.29
Fire Dept. Admin. (Texas Ave.) (2X Week)		380.00			110.81

[Redacted]

 - Not qualified. Did not submit references as requested in RFP

Annual Payout for Janitorial Services

Ambassador Services		X12	=	\$53,636.63
American Janitorial Services Ltd.	2670.00	X12	=	\$32,040.00
Erica Randle		X12	=	\$38,500.00
Sea Sweep		X12	=	\$36,800.00
Glistening	938.62	X12	=	\$11,263.44