COUNTY DEPARTMENT AGENDA REQUEST

Department:	Buildings and Grounds	Presenter(s):	Greg Ownby
Meeting Date:	Thursday, April 23, 2009	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's recommendation to extend Proposals P558, P614 and P623 to Building Maintenance Services, Inc. and Imagann Cleaning Service, Inc., for one year, becoming effective on July 1, 2009, at an aggregate cost of $57,996.

Background/History/Details:

On May 11, 2006, the Board of Commissioners awarded Proposal #558 to Building Maintenance Services for $1,750 per month and Imagann Cleaning Services for $705 per month. Building Maintenance Services was authorized to clean the Public Works Building for $350 a month, the Kiwanis Park Gym for $525 a month, the Recreation Activities House for $500 a month and the McElroy House for $375 a month. At the time authorization was given, Imaggan Cleaning Services was cleaning the Fayette County Library and the Water System Building on McDonough Road. The Board's authorization enabled Imaggan Cleaning Services to also clean the Public Defender's Office for $348 a month and the 911 Communications Building for $357 a month.

During August and September, 2007, the Board of Commissioners awarded Proposal #P614 and Proposal #P623 to C&T Janitorial Services for the purpose of cleaning the Fayette County Library and Water System Building for $1,565 per month and $710 per month respectively. In July, 2008, Fayette County terminated its agreement with C&T Janitorial Services and Imagann Cleaning Services resumed cleaning the Fayette County Library and Water System Building.

Staff is recommending that Proposals P558, P614 and P623 be extended for one year to both Building Maintenance Services and Imaggan Cleaning Services.

What action are you seeking from the Board of Commissioners?

Extend Proposals P558, P614 and P623 to Building Maintenance Services and Imaggan Cleaning Services for one year, becoming effective July 1, 2009, for one year at an aggregate cost of $57,996.

If this item requires funding, please describe:

Funding for this request has been budgeted in Buildings and Grounds' General Fund.

Has this issue come before the Commissioners in the past?	No	If so, when?	
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

Proposals P558, P614, and P623

Building Maintenance Services
Proposal #P558
Awarded May 11 ,2006

	Cost per Month	Cost per Year
Public Works Building	$ 350.00	$ 4,200.00
Kiwanis Park Gym	$ 525.00	$ 6,300.00
Recreation Activities House	$ 500.00	$ 6,000.00
McElroy House	$ 375.00	$ 4,500.00
Total	**$ 1,750.00**	**$ 21,000.00**

Imagann Cleaning Service
Proposal #P558
Awarded May 11, 2006

	Cost per Month	Cost per Year
Public Defenders Office	$ 348.00	$ 4,176.00
911 Communications Building	$ 357.00	$ 4,284.00
Total	**$ 705.00**	**$ 8,460.00**

Imagann Cleaning Service
Proposal #P614
Assumed from C&T Janitorial Services July, 2008

	Cost per Month	Cost per year
Fayette County Library	$ 1,663.00	$ 19,956.00
Total	**$ 1,663.00**	**$ 19,956.00**

Imagann Cleaning Service
Proposal #P623
Assumed from C&T Janitorial Services July, 2008

	Cost per Month	Cost per year
Fayette County Water System Building	$ 715.00	$ 8,580.00
Total	**$ 715.00**	**$ 8,580.00**

Building Maintenance Services Aggregate per Month/Year	**$ 1,750.00**	**$ 21,000.00**
Imagann Cleaning Services Aggregate per Month/Year	**$ 3,083.00**	**$ 36,996.00**
Aggregate Cost for Cleaning Service	**$ 4,833.00**	**$ 57,996.00**

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Where Quality Is A Lifestyle

To: Jack Krakeel

From: Tim Jones TJ

Date: April 9, 2009

Subject: Proposals #P558, #P614 and #P623 Cleaning Service

In Greg Ownby's and Donna Woodie's attached email, the request was made to extend the Cleaning Service agreements for one year with two companies that were the awardees of the subject proposals for cleaning services. Building Maintenance Services Inc. was awarded part of Proposal #P558, the Public Works Facility at $350.00 per month, Kiwanis Park Gym at $525.00 per month, Recreation Activities House at $500.00 per month and McElroy House at $375.00 per month. Imagann Cleaning Service, Inc. was awarded part of Proposal #P558, the Public Defenders Office at $348.00 per month and E-911 Communications Center at $357.00 per month. Imagann Cleaning Service was awarded Proposal #P623, Water System at $715.00 per month and also Proposal #P614 the Public Library at $1,663.00 per month.

I concur with Greg's recommendation to extend these agreements for another year. If this recommendation to extend meets your approval, please place this item on the next available consent agenda. If any additional information is needed, please let me know.

TJ/tcb

Attachment

cc: Greg Ownby
Donna Woodie

From: Greg Ownby
Sent: Monday, April 06, 2009 1:10 PM
To: Trina Barwicks
Subject: RE: Current Janitorial Service Contract

Each is correct.

Greg Ownby
Director
Building & Grounds Maintenance
Fayette County
Fax-770-461-7432

From: Trina Barwicks
Sent: Monday, April 06, 2009 10:08 AM
To: Donna Woodie; Greg Ownby
Cc: Steve Rhoads; Tim Jones
Subject: RE: Current Janitorial Service Contract

Greg/Donna,

I received your latest email about the Cleaning Services. I want to be clear that we are asking to extend the agreement for an additional twelve (12) months for all the locations awarded in Proposal Request #P558, #P614 and #P623 for Cleaning Services. Listed below are the locations and the price per month for each.

Building Maintenance Services Inc. (All awarded from #P558)
Public Works - $350.00 per month
Kiwanis Park Gym - $525.00 per month
Recreation Activities House - $500.00 per month and
McElroy House - $ 375.00 per month

Imagann Cleaning Service, Inc.
Public Defender - $348.00 per month (#P558)
E-911 Communications - $357.00 per month (#P558)
Water System - $715.00 per month (#P623) and
Library - $1,663.00 per month (#P614)

Is all the information listed correct? Are these all the locations?

Trina C. Barwicks,
Contract Administrator

From: Donna Woodie
Sent: Friday, April 03, 2009 10:12 AM
To: Trina Barwicks
Cc: Steve Rhoads (srhoads@fayettecountyga.gov); Greg Ownby
Subject: Current Janitorial Service Contract

Trina, will you please send a letter to the current vendors for Janitorial Services for Public Works, Driver Services, Public Defenders,Library, Water System and 911 Center (Immagan and Building Maintenance Services) and request they extend their current contract price for an additional year.
Thank you
dw

Donna P. Woodie
Fayette County
B & G Maintenance Dept.
Phone (770) 320-6003
Fax (770) 461-7432
Email: dwoodie@fayettecountyga.gov

Imagann
CLEANING SERVICE, INC.

www.imagancleaningservice.com

2640 Lithonia Industrial Blvd., Lithonia, GA 30058
Office: 770-484-8141* FAX: 770-484-1162
Toll Free: 1-866-646-2426

April 7, 2009

Fayette County Purchasing Department
Attn: Trina Barwicks
Contract Administrator
146 McDonough Road
Fayetteville, GA 30214

RE: CONTRACT EXTENSION

Dear Mrs. Barwicks,

This letter is to inform you that Imagann Cleaning Service, Inc. would like to extend the cleaning contracts for the following Fayette County facilities:

- Water System- $715.00 per month
- Public Library- $1,663.00 per month
- 911 Command Center- $357.00 per month
- Public Defender Office- $348.00 per month

Imagann Cleaning Service, Inc. understands that the contract terms, conditions and prices submitted in Proposals #P558, #P614 and #P623 shall remain the same for Fiscal Year 2010.

If you have any questions or concerns, please feel free to contact us at (770) 484-8141. We appreciate your business and look forward to continue servicing Fayette County.

Sincerely,

Martha A. Wilson

Martha A. Wilson
President/CEO

Building Maintenance Services Inc.

April 7, 2009

Fayette County Purchasing
Tim Jones, CPPO
Director of Purchasing
140 Stonewall Avenue West
Fayetteville, GA 30214

Re: P558

Dear Tim,

Thank you for allowing Building Maintenance Services to provide Fayette County quality service. We would like continue to provide janitorial services to Fayette County throughout 2009-2010. We will provide services for the same dollar amount in the original contract starting July 6, 2006. Terms and conditions shall remain the same for the period. Please let me know if you have any questions.

Sincerely,

Mike Gottschling

Mike Gottschling
Regional Manager

1955 Vaughn Road Suite 105 Kennesaw, Georgia 30144
T (770) 218-2993 F (770) 218-2996
GEORGIA FLORIDA NORTH CAROLINA www.bmsinc.us SOUTH CAROLINA TENNESSEE ALABAMA

04/08/2009 03:39 FAX 7702182996 BUILDING MAINT SERV INC 002/002

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April 6, 2009

Mr. Mike Gottschling
Building Maintenance Services Inc.
1955 Vaughn Road
Kennesaw, GA 30144

Dear Mr. Gottschling:

The current agreement Fayette County has with your company for Cleaning Services expires on June 30, 2009. We would like to offer you the opportunity to extend the agreement for another twelve (12) months at the same prices that you submitted in Proposals #P558 for Cleaning Services. Please understand that if this offer is accepted, the prices for Public Works at $350.00 per month, Kiwanis Park Gym at $525.00 per month, Recreation Activities House at $500.00 per month and McElroy House at $375.00 per month, can not change for the period of July 1, 2009 through June 30, 2010.

Please consider this offer to extend the agreement and let me know your decision in writing by 3:00pm, Wednesday, April 8, 2009. Please fax your response to Trina Barwicks at (770) 719-5515 or Email to tbarwicks@fayettecountyga.gov. The Fayette County Board of Commissioners will make the final decision in this matter.

We appreciate your consideration of this matter and your service to Fayette County. If you have any questions, please do not hesitate to contact Trina Barwicks, Contract Administrator, at (770) 305-5420.

Sincerely,

Tim Jones, CPPO
Director of Purchasing

TJ/tcb

CC: Mr. Pete Grompone
Mr. Greg Ownby
Mr. Steve Rhoads