

STATE OF GEORGIA
HENRY COUNTY
CITY OF STOCKBRIDGE

RESOLUTION NO. R20-1194

**A RESOLUTION TO AUTHORIZE AWARD OF CONTRACT FOR
CERTAIN JANITORIAL SERVICES**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City proposes to award a contract for certain janitorial services;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

SECTION 1. Approval of Vendor. The award of a contract for certain janitorial and COVID-19 sanitation services, as presented to the Council on August 10, 2020, is hereby approved by the City Council but for a contract period not to exceed 90 days.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

SECTION 3. Authorization of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

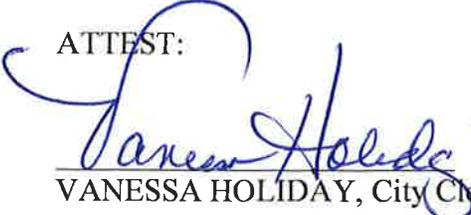
SECTION 5. Effective Date. This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

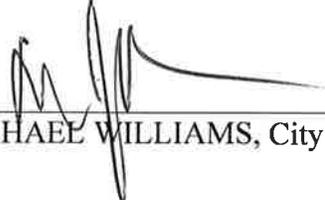
SO RESOLVED this 10th day of August, 2020.


ANTHONY S. FORD, Mayor

ATTEST:


(SEAL)
VANESSA HOLIDAY, City Clerk

APPROVED AS TO FORM:


MICHAEL WILLIAMS, City Attorney

On May 4, 2018, the City of Stockbridge issued a Cure Notice for lack of performance to All Bright Janitorial Service, Inc., thereby, terminating the contract with the vendor.

On July 24, 2018, City Council approved Contract Number 18ITB050418DRR, Janitorial Services, for general cleaning for City of Stockbridge facilities, to Intercontinental Commercial Services (ICS) as a replacement contract for the remainder of the year.

STAFF RECOMMENDATION:

City staff is requesting that City Council extend the existing agreement, Contract Number 18ITB050418DRR, with Intercontinental Commercial Services (ICS) for one ^{90 days} year, for an annual amount of \$79,312.32, for Janitorial Services and \$17,864.00 for additional services as related to extensive sanitizing and cleaning related to COVID-19. The extension of the agreement will allow staff the ability to perform an extensive review and research, in order to develop a new scope of services, necessary to manage proper sanitation requirements based on Centers for Disease Control and Prevention (CDC) guidelines, for a new Janitorial Services solicitation to be advertised. Overall estimated contract amount:

CONTRACTOR	COST
Intercontinental Commercial Services (ICS)	\$ 79,312.32
Janitorial Annual Contract Total Amount	\$ 79,312.32
Intercontinental Commercial Services (ICS) COVID-19	\$ 17,864.00
Overall Estimated Contract Approval Amount	\$ 97,176.32

Section 3.30.080 (E) - Summary of methods of procurement. Emergency Purchase. The purchasing agent shall have the authority to purchase commodities and services where there exists an emergency constituting a threat to public health, safety or welfare or to the soundness and integrity of public property or to the delivery of essential services and where the adverse effects of such emergency may worsen materially with the passage of time. Emergencies shall be documented by the using department and submitted to the purchasing office.

For emergencies where cost exceeds the amount authorized to a using department, written documentation shall be prepared by the user department director and submitted to the purchasing office explaining the nature of the emergency. All emergencies where cost is greater than fifty thousand dollars (\$25,000.00) require ratification of the city council.

Fiscal Impact: Funds will be provided from Government Buildings and Executive Budgeted Line Items

APPROVED BY:

LEGAL: YES NO or N/A Sign _____

PROCUREMENT YES NO or N/A Sign Lindell Y. Miller

FINANCE DEPT: YES NO or N/A Sign _____

CITY MANAGER: YES NO or N/A Sign _____

**ATTACHMENT 2
BID PRICING**

The successful Contractor is required to furnish all labor, travel, resources, materials, tools, equipment and services required to satisfactorily complete the installation and set-up of all items as stated below. All costs listed below are inclusive. The City will not be responsible for charges that are not included on this Bid Pricing Form. Please do not make modifications to this form as any change may render Contractor's Bid nonresponsive. Please complete the form in its entirety.

BUILDING		Cleaning Hours Per Day	Monthly Cost	Term - 12 Months	Annual Cost
City Hall					
Total Sq. Ft.	28,000	10	\$ 1960.00	12	\$ 23,520.00
Municipal Court					
Total Sq. Ft.	9,812	3	\$ 784.96	12	\$ 9,419.52
WW Treatment Plant					
Total Sq. Ft.	2,640	1	\$ 200.00	12	\$ 2400.00
Public Works Facilities					
Total Sq. Ft.	25,300	8	\$ 750.00	12	\$ 9000.00
Community Center					
Total Sq. Ft.	30,000	10	\$ 1950.00	12	\$ 23,400.00
TOTAL COST FOR FACILITIES A			\$ 67,739.52		

BUILDING		Cleaning Hours Per Day	Monthly Cost	Term - 12 Months	Annual Cost
Merle Manders Conf. Ctr					
Total Sq. Ft.	19,130	6	\$ 1530.40	12	\$ 18,364.80
Merle Manders Adm. Bld					
Total Sq. Ft.	1,428	2	\$ 400.00	12	\$ 4,800.00
Ted Strickland Com. Ctr.					
Total Sq. Ft.	3,600	2	\$ 600.00	12	\$ 7,200.00
TOTAL COST FOR FACILITIES B			\$ 30,364.80		

DAY PORTER SERVICES

Facility Name	Daily Hours	Days Per Year	Hours Per Year	Cost Per Hour	Cost Per Year
FACILITIES A	4	251	1004	\$ 13.50	\$ 13,554.00

Intercontinental Commercial Services, Inc. (ICS, Inc.)

06/20/2018

Company Name

Date

Kelly B. Adamson

Kelly B. Adamson

Name of Authorized Representative

Authorized Representative's Signature

END OF BID FORM



Intercontinental Commercial Services, Inc.

Complete Facility Services

912 Hurricane Shoals Road, NE, Lawrenceville, GA 30043
Office (678)530-0401 Fax (678)530-0402

June 1, 2020

Gary Smith
Facility Maintenance Supervisor
City of Stockbridge 4640 N. Henry Blvd
Stockbridge Ga. 30281

Dear Mr. Smith:

Being given the opportunity to view and assess the need of the day porter needs at City of Stockbridge, ICS, Inc. is proposing:

Dayporter from 8am-5pm with one hour lunch, Monday - Friday (8hrs/day) for COVID-19

Hourly Rate: \$14.50 per hour

Monthly Price: Two thousand five hundred fifty-two dollars (\$2,552.00)

Thank you again for the opportunity to submit this proposal. If you have any questions, please feel free to contact me at your earliest convenience.

Sincerely,

Tom Kim
VP of Operations