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2 **BILL NO. S-17-01-27**

SPECIAL ORDINANCE NO. S- 12-17

3 **AN ORDINANCE** approving the awarding for
4 **EXTENSION OF RFP #3334 - JANITORIAL**
5 **SERVICES CONTRACT AT CITIZENS SQUARE**
6 **- (\$373,296.00) by the City of Fort Wayne,**
7 **Indiana, by and through its Department of**
8 **Purchasing and CIOCCA CLEANING AND**
9 **RESTORATION for the PROPERTY**
10 **MANAGEMENT DEPARTMENT.**

11 **NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL**
12 **OF THE CITY OF FORT WAYNE, INDIANA;**

13 **SECTION 1.** That **EXTENSION OF RFP #3334 - JANITORIAL**
14 **SERVICES CONTRACT AT CITIZENS SQUARE** between the City of Fort
15 **Wayne, by and through its Department of Purchasing and CIOCCA**
16 **CLEANING AND RESTORATION for the PROPERTY MANAGEMENT**
17 **DEPARTMENT, respectfully for:**

18 Two (2) year Extension of RFP #3334 - JANITORIAL
19 **SERVICES CONTRACT AT CITIZENS SQUARE** effective
20 **January 1, 2017 through December 31, 2018** with an annual
21 **amount of \$186,648.00:**

22 involving a total two (2) year cost of **THREE HUNDRED SEVENTY-THREE**
23 **THOUSAND TWO HUNDRED NINETY-SIX AND 00/100 DOLLARS -**
24 **(\$373,296.00) all as more particularly set forth in said EXTENSION OF RFP**
25 **#3334 - JANITORIAL SERVICES CONTRACT AT CITIZENS SQUARE -**
26 **which is on file in the Office of the Department of Purchasing, and is by**
27 **reference incorporated herein, made a part hereof, and is hereby in all things**
28 **ratified, confirmed and approved.**

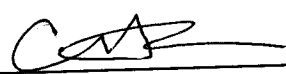
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SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.



Council Member

APPROVED AS TO FORM AND LEGALITY



Carol Helton, City Attorney



CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

Property Management Department
200 E. Berry St., Suite 490
Fort Wayne, IN 46802
(260) 427-1457
Fax: (260) 427-1393

January 5, 2017

City Council Members
City of Fort Wayne

RE: RFP #3334 – 2017-2018 Extension
Janitorial Services Contract at Citizens Square
Ciocca Cleaning and Restoration

Dear Council Members:

Ciocca Cleaning and Restoration approved an extension for the above contract. This extension is a two-year contract effective January 1, 2017 through December 31, 2018, with an annual amount of \$186,648.00.

We are asking for City Council approval of this 2017-2018 extension. The funds for these expenditures will be appropriated each year out of Fund 0002BER3-5365.

If you have any questions on the above, please feel free to contact me at 427-1457.

Sincerely,

Barry C. Marquart
Property Manager – 200 E. Berry St.

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COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	3334 – EXTENSION
Awarded To	CIOCCA CLEANING AND RESTORATION
Amount	\$186,648.00
Conflict of interest on file?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of Registrants	
Number of Bidders	
Required Attachments	RFPs – attach Award Matrix; Bids – attach Tab Sheet

EXTENSIONS

Date Last Bid Out	FEBRUARY 4, 2011
# Extensions Granted To Date	THREE 4/13/13 – 4/12/14 4/13/14 – 12/31/14 1/1/15 – 12/31/16

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Pieppack-Authority)	
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	

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SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback-Authority)	
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	TOTAL REDUCTION OF \$48,616.00 SINCE ORIGINAL 2011 CONTRACT: 10/11/2011 – REDUCED \$11,763.12 8/14/2013 – REDUCED \$17,880.12 1/1/2014 – REDUCED \$17,004.72 1/1/2015 – REDUCED \$9,828.00
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	JANITORIAL SERVICES AT CITIZENS SQUARE
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REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	
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FUNDING SOURCE

<i>Account Information.</i>	CITIZENS SQUARE BUDGET #0002BERJ-5365
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Council Agenda Item Submission Form

Staff Contact:

Division: (Select from Drop-down):

Department:

Today's Date:

Issue:

Type of Action: Ordinance Resolution Presentation

Anticipated Introduction Date (2nd or 4th Tuesday):

Presenter:

Is there a requirement for a public hearing? Yes No

Is there a deadline for your final action? Yes No If yes, deadline date:

Do you need to meet with the Mayor and Deputy Mayor regarding this issue? Yes No

Do you plan to meet with Councilmembers to educate on issue? Yes No

Foss, Claudia



CITY OF FORT WAYNE

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December 1, 2016

Mr. Chris Ciocca
Ciocca Cleaning & Restoration
4440 Secretary Drive
Fort Wayne, IN 46808

Dear Chris:

Subject: RFQ# 3334- Custodial Services 200 E Berry

The City of Fort Wayne's Purchasing Department would like to extend the above subject contract from January 1, 2017 to December 31, 2018 at the existing pricing and specifications.

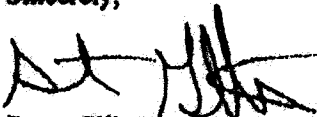
Please indicate your concurrence by signing below and faxing this letter to my attention at 427-1393 or email gayle.cooper@cityoffortwayne.org no later than Friday, December 16, 2016.

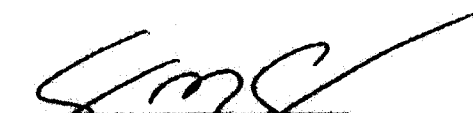
If this extension is accepted for this service, a purchase order will be issued upon Councilmanic approval.

Should you have any questions, please do not hesitate to contact our office at 427-1376.

Sincerely,

Ciocca


Steve Gillette
Director of Purchasing



Signature of Authorized Representative

12/2/16

Date

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BILL NO. S-17-01-27

REPORT OF COMMITTEE ON FINANCE

February 7, 2017

Geoff Paddock Chair

Jason Arp Co-Chair

All Council Members

An Ordinance approving the awarding of Extension of RFP #3334 - Janitorial Services Contract at Citizens Square by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and Ciocca Cleaning and Restoration for the Property Management

Total contract in the amount of \$186,648.00


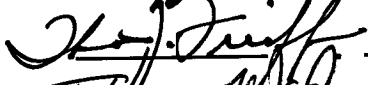
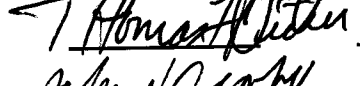
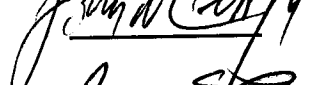
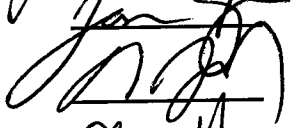



COMMITTEE ON FINANCE HAVE HAD SAID Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance

DO PASS

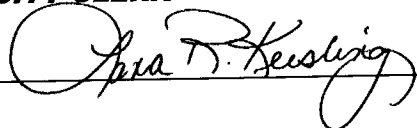
DO NOT PASS

ABSTAIN

NO REC

	_____	_____	_____
	_____	_____	_____
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	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

**LANA R. KEESLING
CITY CLERK**



Public Hearing Date: N/A.

Read the first time in full and on motion by Councilman Paddock.

Read the second time by title and referred to the Finance Committee.

Read the third time in full and on motion by Councilman Paddock, placed on passage by the following vote:

<u>TOTAL VOTES</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
ARP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BARRANDA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CRAWFORD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIDIER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENSLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FREISTROFFER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HINES	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JEHL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PADDOCK	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DATED: February 14, 2017



 LANA R. KEESLING, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as

Special Ordinance No. S-17-01-27 on the 14th day of February, 2017

ATTEST:



 LANA R. KEESLING
 CITY CLERK



 PRESIDING OFFICER

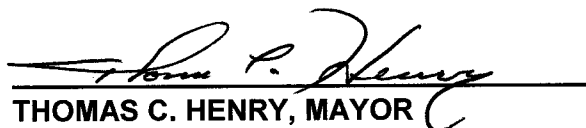
Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 15th of February 2017, at the hour of 9:45 o'clock A.M. E.S.T.



 LANA R. KEESLING, CITY CLERK

Approved and signed by me this 15TH day of FEBRUARY

2017, at the hour of 10:00 O'clock AM . E.S.T.



 THOMAS C. HENRY, MAYOR