

3 **AN ORDINANCE** approving the awarding of ITB #4438-
4 CUSTODIAL SERVICES AGREEMENT FOR CITIZENS SQUARE
5 – (\$599,010.00) by the City of Fort Wayne, Indiana, by and
6 through its Department of Purchasing and JACK LAURIE GROUP,
7 LLC for the PROPERTY MANAGEMENT DEPARTMENT.

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

10 **SECTION 1.** That ITB #4438-CUSTODIAL SERVICES AGREEMENT FOR CITIZENS
11 SQUARE between the City of Fort Wayne, by and through its Department of Purchasing and JACK
12 LAURIE GROUP, LLC for the PROPERTY MANAGEMENT DEPARTMENT, respectfully for:

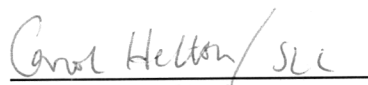
13 Three (3) year Custodial Services Agreement at Citizens Square - Annual amount
14 of \$199,670.00;

15 involving a total three year cost of FIVE HUNDRED NINETY-NINE THOUSAND TEN AND 00/100
16 DOLLARS – (\$599,010.00) all as more particularly set forth in said ITB #4438 – CUSTODIAL
17 SERVICES AGREEMENT FOR CITIZENS SQUARE which is on file in the Office of the Department
18 of Purchasing, and is by reference incorporated herein, made a part hereof, and is hereby in all
19 things ratified, confirmed and approved.

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

22 
23 Council Member

24 APPROVED AS TO FORM AND LEGALITY

25 
26 Carol Helton, City Attorney

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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, OTHER PROJECTS

Bid/RFP#/Name of Project	ITB# 4438-Custodial Services Citizen Square
Awarded To	Jack Laurie Group LLC
Amount	\$199,760.00
Conflict of interest on file?	X Yes <input type="checkbox"/> No
Number of Registrants	4
Number of Bidders	5
Required Attachments	ITB Tab sheet, Service agreement

EXTENSIONS

Date Last Bid Out	2011
# Extensions Granted To Date	

SPECIAL PROCUREMENT

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

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

Most Responsible, Responsive Lowest	X 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>	\$13, 022 Increase
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Custodial service for Citizen Square.

REQUEST FOR PRIOR APPROVAL

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

FUNDING SOURCE

<i>Account Information.</i>	Property Management budget line 0002BER3-5365.

ITB #4438 Custodial Services-Citizen Square--REVISED

Bid opening 3/29/19		Also sent to: Office Pride, Executive Image, Extra Clean, The Cleaning Company				
Vendor:	Ciocca	DetailXperts	*Eluzai	Mid-American	Jack Laurie	
3 year Contract						
Rate 1	\$22.00	\$30.27	non responsive	\$22.50	\$21.94	
Rate 2	\$17.50	\$23.54	non responsive	\$18.00	\$17.31	
5 year Contract						
Rate 1	no bid	\$33.63	non responsive	no bid	\$22.28	
Rate 2	no bid	\$25.23	non responsive	no bid	\$17.53	
Estimated Annual total cost						
3 year Contract	\$201,500.00	\$272,400.00	non responsive	\$207,000.00	\$199,670.00	
5 year Contract	no bid	\$294,330.00	non responsive	no bid	\$202,330.00	
			*Vendor not in business for at least 3 years therefore non-responsive			

Current Contract amount: \$187,000



SERVICE AGREEMENT: ITB #4438

SUPPLIER NAME Jack Laurie Group, LLC		CITY DEPARTMENT Property Management Suite 510
STREET ADDRESS 2020 East Washington Blvd Suite 400		STREET ADDRESS 200 East Berry Street
CITY, STATE, ZIP CODE Fort Wayne, IN 46808		CITY, STATE, ZIP CODE Fort Wayne, IN 46802
ATTENTION		INVOICE ADDRESS
TELEPHONE 260-745-2161	FAX	CITY, STATE, ZIP CODE
REMIT-TO ADDRESS		ATTENTION Barry Marquart
CITY, STATE, ZIP CODE	TELEPHONE 427-1457	FAX

Service Description	Rates
ITB #4438 Custodial Services Citizen Square	\$199,670.00
Aggregate Price	

The following is made a part of this Agreement:

ITB # 4438

SERVICE ADDRESS 200 East Berry Street
CITY, STATE, ZIP CODE Fort Wayne, IN 46802
AGREEMENT START DATE June 1, 2019
AGREEMENT END DATE May 31, 2022

This Agreement is entered into between Supplier and the City. The additional terms and conditions on the reverse side hereof are part of this Agreement. Capitalized terms on this page are used as defined terms when the context so requires. The City may extend the Contract at its option, for an equivalent period, by written notice to the Supplier not less than thirty days prior to the expiration date.

SUPPLIER:	City of Fort Wayne
By (Signature): <i>[Signature]</i>	By (Signature):
Printed Name: Jack Laurie Group, LLC	Printed Name:
Title: <i>Commercial Sales Rep.</i>	Title:
Date: 4-3-19	Date:
FEDERAL TAX ID NUMBER: 27-156 7831	



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

April 3, 2019

City Council Members
City of Fort Wayne

RE: ITB #4438 - Janitorial Services Contract at Citizens Square

Dear Council Members:

On March 29, 2019 the City of Fort Wayne received five (5) bids for the Janitorial Services Contract at Citizens Square. Jack Laurie Group had the lowest bids of \$21.94 per Supervisor hours and \$17.31 per Employee hours, and meets all specifications. This amounts to an estimated annual cost of \$199,670.00 for three (3) years beginning June 1, 2019 – May 31, 2022.

We are asking for City Council approval of this bid. 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.

ENGAGE • INNOVATE • PERFORM

CITIZENS SQUARE

200 E. Berry St. • Fort Wayne, Indiana • 46802 • www.cityoffortwayne.org
An Equal Opportunity Employer

BILL NO. S-19-04-05

REPORT OF COMMITTEE ON FINANCE

April 16, 2019

Jason Arp Chair



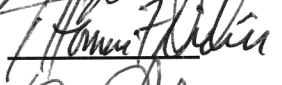
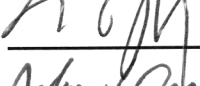



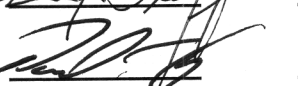
Russ Jehl Co-Chair

All Council Members

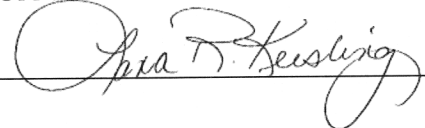
An Ordinance approving the awarding of ITB #4438 - Custodial Services Agreement for Citizen Square – by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and Jack Laurie Group, LLC for the Property Management Department

Involving a total cost of \$599,010.00

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

<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>	<u>NO REC</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

**LANA R. KEESLING
CITY CLERK**



Public Hearing Date: N/A


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

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

Read the third time in full and on motion by Councilman Arp, 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CRAWFORD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIDIER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: April 23, 2019




 LANA R. KEESLING, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as
 Special Ordinance No. S-19-04-05 on the 23rd day of April, 2019




 LANA R. KEESLING
 CITY CLERK



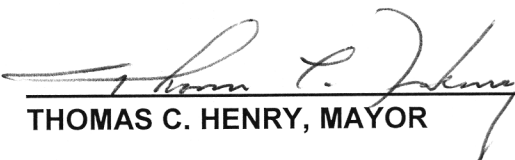
 PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 24th
 of April 2019, at the hour of 11:00 o'clock A.M. E.S.T.



 LANA R. KEESLING, CITY CLERK

Approved and signed by me this 25TH day of APRIL
 2019, at the hour of 9:00 o'clock AM. E.S.T.



 THOMAS C. HENRY, MAYOR

FORT WAYNE, INDIANA
RECEIVED
APR 25 2019
 LANA R. KEESLING
 CITY CLERK