

SUMMARY STATEMENT

ITEM NO: DRPA-16-120	SUBJECT: Custodial Services for DRPA Bridge and Facilities
COMMITTEE:	New Business
COMMITTEE MEETING DATE:	N/A
BOARD ACTION DATE:	November 16, 2016

PROPOSAL: That the Board Authorizes staff to negotiate a three year contract with Team Clean of Philadelphia for custodial services at the DRPA Bridge Facilities in an amount not-to-exceed \$1,780,656.89 over the three (3) year period.

PURPOSE: To provide custodial services for DRPA buildings and toll booths at each of the four bridges.

BACKGROUND: DRPA's existing three (3) year contract for custodial services is due to expire on January 15, 2017. WATTS Window Cleaning & Janitorial of Philadelphia is the current vendor for the facilities.

A Request for Proposal (RFP) was publicly advertised by DRPA for a new custodial services contract. Five proposals were received in response to the RFP. The scope of work included all labor, equipment and supplies to provide the services at the bridge facilities on a five day per week basis as well as periodic special cleaning services during the course of a year (i.e. carpets, windows, floor strip/wax, 3 day weekends and emergency services). Site inspections of all facilities were conducted. Proposals were received from the following companies.

- **ABM Building Value of Philadelphia**
- **ATS Group of Camden, NJ**
- **Service master Clean of Camden, NJ**
- **Team Clean of Philadelphia**
- **Watts Window Cleaning & Janitorial of Philadelphia**

A committee of staff has completed a detail review and evaluation of the proposals including the technical approach to the scope, quality assurance and quality control and proposed hourly rates and costs.

Based upon the proposals submitted and examination of client references, staff determined that Team Clean of Philadelphia would provide the level of service and oversight required by Bridge Operations. Team Clean is a Women Business Enterprise (WBE) based in Philadelphia from which they would staff and manage DRPA services. Staff recommends that a professional service agreement be awarded to Team Clean of Philadelphia in an amount not to exceed \$1,780,656.89 over a three year period.

SUMMARY:	Amount:	N-T-E \$1,780,656.89 over three year period
	Source of Funds:	Operating Budget - Revenue Fund
	Capital Project #:	N/A
	Operating Budget:	N-T-E \$1,780,656.89
	Master Plan Status:	N/A
	Other Fund Sources:	N/A
	Duration of Contract:	Three (3) years
	Other Parties Involved:	N/A

New Business: November 16, 2016
Board Date: November 16, 2016
Custodial Services for the DRPA Bridges and Facilities

RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority authorize DRPA staff to negotiate a three (3) year contract with Team Clean of Philadelphia for custodial services at the DRPA Facilities in an amount not to exceed \$1,780,656.89 over the three (3) year period; and be it further

RESOLVED: The Chair, Vice Chair and the Chief Executive Officer approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document (s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA

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