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# Citywide Janitorial Services: Roth Property Maintenance 20-0147 Amendment #3

Department of General Services  
Kristina Ulrich, Contract Administration Supervisor  
Nicol Suddreth, Contract Administrator  
Daniel Swinarski, Contract Compliance Technician  
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# Contract Details

## Background:

- Roth Property Maintenance, L.L.C. is under contract to provide janitorial services at various city-owned facilities, excluding Denver International Airport.

## Original Agreement

March 1, 2015 – February 28, 2018; \$18M max

## Amendment 1

March 1, 2018 – February 28, 2019; \$18M max

## Amendment 2

March 1, 2019 – February 29, 2020; \$25.75M max

# Contract Extension Request Details

## Request for Amendment 3

- Adding \$7,750,000 for a new total of \$33,500,000
- Adding ten months for a new end date of 12-31-20
- Adding minimum wage ordinance requirements to the contract. This contract is subject to prevailing wage. Currently, prevailing wage is higher than minimum wage. Custodians will always be paid either prevailing wage or minimum wage, whichever is higher.
- The request to amend the contract is needed to provide the General Services Contracts Office additional time for an RFP solicitation to unbundle the contract.
- Total Number of facilities currently being serviced: 82 full time; 2 seasonally
- RFP will post late February/early March 2020 – intent to be under a new contract before Dec 2020

# Janitorial Solicitation Unbundling

## INTENT

- Aligns with General Services' Small Business Utilization Plan
- Create opportunities for businesses of all sizes to bid on a portion of the work
- A certified firm could become a prime on one of the portfolios

## UNBUNDLING

**The upcoming Janitorial Services RFP has unbundled one large contract consisting of 88 buildings citywide into tentatively six smaller portfolios with each portfolio being subject to an MWBE goal. Each contract will initially be for a three year term with two optional one year renewals.**

- Group 1 tentatively consists of five buildings and current contract spend is \$679,309 per year
- Group 2 tentatively consists of fifteen buildings and current contract spend is \$650,245 per year
- Group 3 tentatively consists of eighteen buildings and current contract spend is \$1,343,773 per year
- Group 4 tentatively consists of four buildings and current contract spend is \$983,214 per year
- Group 5 tentatively consists of four buildings and current contract spend is \$924,525 per year
- Group 6 tentatively consists of forty-two buildings and current contract spend is \$2,249,624 per year

## RFP Solicitation Tentative Timeline:

- RFP solicitation published – End of February/Early March 2020
- Proposer submission deadline – Late March 2020
- Selection Committee Proposal Review – May 2020
- Contract negotiation – June – July 2020
- Council process – August 2020
- Vendor transition – August – November 2020

## Non-displacement of Qualified Workers:

Executive Order No. 136 – Non-displacement of Qualified Workers under City Contracts requires a 90-day transition period allowing employees of the incumbent contractor to accept employment with the newly awarded contractor.

## Contract Extension Request: 20-0147

Amends a contract with Roth Property Maintenance, L.L.C. by adding \$7,750,000 for a new total of \$33,500,000, 10 months for a new end date of 12-31-20 and adding minimum wage ordinance requirements for janitorial services for various City facilities, excluding Denver International Airport (GENRL-202053131-03; GENRL-201419545-03).

# Appendix

# Facilities Covered Under Contract 201419545

## General Services Facilities

- Animal Shelter
- Arie P. Taylor
- Cherry Creek Transfer
- City and County Building
- Commons on Champa
- Communications Center
- Elbra M. Wedgeworth
- Elections
- Electronic Engineering Bureau
- Fire Headquarters
- Fire Line Shop
- Gang Unit
- Lindsey-Flanigan Courthouse
- Livestock Exchange
- Metro SWAT
- Minoru Yasui Building
- National Western
- Osage Transfer
- Police Academy
- Police Admin Building
- Police Crime Lab
- Police District 1
- Police District 2
- Police District 3
- Police District 4
- Police District 5
- Police District 6
- Rose Andom Center
- Roslyn Complex
- Sheriff's Impound
- Surplus Warehouse
- Technology Services
- Traffic Operations
- Van Cise Simonet
- Wellington E. Webb

## Denver Parks and Recreation Facilities

- 20<sup>th</sup> Street Recreation
- Ashland Recreation
- Athmar Recreation
- Aztlan Recreation
- Barnum Recreation
- Buffalo Bill Museum
- Carla Madison Recreation
- Central Park Pavilion
- Central Park Recreation
- Chief Hosa Lodge
- City Park Pavilion (Seasonal)
- College View Recreation
- Community Recreation
- Cook Park Recreation
- Eisenhower Recreation
- Fleming Mansion
- Glenarm Recreation
- Green Valley Ranch Recreation
- Harvard Gulch Recreation
- Harvey Park Recreation
- Hiawatha Davis Recreation
- Highland Senior Recreation
- Johnson Recreation
- La Alma Recreation
- La Familia Recreation
- Martin Luther King Recreation
- Molkery Hall
- Montbello Recreation
- Montclair Recreation
- Mountain Parks HQ
- Parks Facilities – Huron St.
- Platt Park Recreation
- Rude Recreation
- Scheitler Recreation
- Southwest Recreation
- St. Charles Recreation
- Stapleton Recreation
- Swansea Recreation
- Wash Park Boathouse (Seasonal)
- Washington Park Maintenance Facility
- Washington Park Recreation

## Denver Human Services Facilities

- DHS Eastside
- Arie P. Taylor (day porter only)
- Family Crisis Center

## Denver Motor Vehicle Facilities

- Southeast DMV
- Northwest DMV

## Wastewater Management Facilities

- Wastewater Management Facility
- Fleet Maintenance Facility
- Office Warehouse



# Services Covered by Contract

## Type of Cleaning:

- Carpet and upholstery cleaning
- Countertop and desktop cleaning
- Dusting
- Exterior trash collection
- Floor polishing, stripping and waxing
- Floor sweeping and mopping
- Glass (spot cleaning only)
- Holding cell decontaminations
- Machine floor scrubbing
- Metal cleaning and polishing
- Restroom cleaning and dispenser service
- Trash and recycling collection
- Vacuuming

## Type of Areas Cleaned:

- Conference rooms and classrooms
- Courtrooms
- Elevators
- Gymnasium, exercise and wellness rooms
- Holding cells
- Kitchens and break rooms
- Lobbies, entrances, hallways and stairways
- Locker rooms
- Offices
- Restrooms
- Service areas

# Prevailing Wage vs. Minimum Wage

## Prevailing Wage

### Custodian I & Custodian II

- Classifications covered under City's Prevailing Wage
- Annual review of base wage and fringe rates conducted by OHR
- Rates are adjusted annually to include any increases resulting from Prevailing Wage determinations
- Current base rate for Custodian I is \$15.98/hr. and Custodian II is \$16.33/hr., not including benefits or shift differential

## City's Minimum Wage

- Contract will be covered under the City's minimum wage ordinance.
- The city Minimum Wage, exclusive of fringe benefits, shall be calculated as follows:
  - Beginning July 1, 2019: \$13 per hour
  - Beginning July 1, 2020: \$14 per hour
  - Beginning July 1, 2021: \$15 per hour
- Custodians will always be paid either Prevailing Wage or Minimum Wage, whichever is higher

## Facility or Service Additions:

- City agencies determine their own custodial needs, and may request the addition of facilities to the contract or service modifications at a building already under contract
- There is a formal process for adding facilities or services that includes obtaining a cost estimate from the Contractor
- All facility additions or service increases must be approved by the Executive Director of General Service