

CUSTODIAL SERVICES CONTRACT

1. **Division/Department:** Finance and Administration, Facilities Management
2. **Introduction:** Oakland University (University) contracts custodial services for its newest buildings with an outside vendor. The current agreement expires June 30, 2009 with ARAMARK. The University solicited competitive bids for a new Custodial Services Contract (Agreement) to provide cleaning services for Pawley Hall, Elliott Hall, Biomedical Research Support Facility, Lowry Child Care, Science and Engineering Building and the Recreation and Athletics Center (RAC). ARAMARK proposed the most satisfactory services and pricing. Other bidders included Kimco, WFF Facility Services, and D.M. Burr, each of which offered either inferior services or less advantageous pricing.

The recommended Agreement provides custodial services based on performance standards that include specific tasks and frequencies at each location. As with routine cleaning special projects, such as floor refinishing and carpet extraction, are scheduled when least disruptive to faculty, students and staff. The Agreement includes requirements for contracted employees to clear criminal background checks and protective services screening where applicable. The Agreement requires supervisor staffing on all shifts, a comprehensive training program for staff, and periodic, quality-assurance reviews.

The Agreement will be reviewed and approved by the Office of the Vice President for Legal Affairs and General Counsel prior to execution, and be in compliance with the law and University policies and regulations and conform to the legal standards and policies of the Vice President for Legal Affairs and General Counsel.

3. **Previous Board Action:** On August 4, 2004, the Board of Trustees (Board) approved an Agreement with ARAMARK for custodial services.
4. **Budget Implications:** The cost of the five-year Agreement will not exceed \$4,100,000, providing a contingency to upgrade RAC services if deemed necessary. The yearly percentage increase for the next five years will be 0% in FY2010, 0% in FY2011, 3% in 2012, 3% in 2013 and 3% in 2014. Over the five-year period the increase for the General Fund will be approximately \$130,000 and for Auxiliary Operations approximately \$7,000.
5. **Educational Implications:** The contracted custodial services ensure a clean learning environment for students in the covered buildings.
6. **Personnel Implications:** None.
7. **University Reviews/Approvals:** This recommendation was formulated by Facilities Management and reviewed by the Campus Recreation Director; Athletics Associate Director; Lowery Early Child Care Director; Vice President for Finance and Administration; and President.

**Custodial Services Contract
Oakland University
Board of Trustees Formal Session
April 1, 2009
Page 2**

8. Recommendation:

RESOLVED, that the Vice President for Finance and Administration be authorized to negotiate and execute a contract with ARAMARK for custodial services for Pawley Hall, Elliott Hall, Biomedical Research Support Facility, Lowry Child Care, Science and Education Building and the Recreation and Athletics Center; and, be it further

RESOLVED, that the five-year cost of the Contract will not exceed \$4,100,000; and, be it further

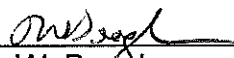
RESOLVED, that the Contract provide a contingency to upgrade Recreation and Athletic Center services if deemed necessary; and, be it further

RESOLVED, that the Agreement will be reviewed and approved by the Office of the Vice President for Legal Affairs and General Counsel prior to execution, and be in compliance with the law and with University policies and regulations, and conform to the legal standards and policies of the Vice President for Legal Affairs and General Counsel.

9. Attachment:


A. Summary of vendor proposals

Submitted to the President
on 3/23, 2009 by



John W. Beaghan
Vice President for Finance and Administration
and Treasurer to the Board of Trustees

Recommended on 3/22, 2009
to the Board of Trustees for approval by



Gary D. Russi
President

SUMMARY OF VENDOR PROPOSAL

Vendor	5 Year Costs	
Kimco	\$3,689,520.00	*Disqualified
Aramark	\$4,086,545.68	
WFF Facility Services	\$4,358,127.12	
D.M. Burr	\$6,530,580.00	
Aero	Qualifications Not Met	
New Image Building Services	Qualifications Not Met	
Road Runner Maintenance	Qualifications Not Met	
Aber Building Services	Qualifications Not Met	

*Kimco was disqualified for failure to provide enough information in their bid documents to adequately address the bids. Staffing levels and costs did not correlate with each other.