

# Business Item

Environment Committee



Committee Meeting Date: July 23, 2024

For the Metropolitan Council: August 14, 2024

## Business Item: 2024-174

Janitorial Services at the Metropolitan Wastewater Treatment Plant, Contract 24P091

<b>District(s), Member(s):</b>	All
<b>Policy/Legal Reference:</b>	FM 14-2 – Expenditures for the Procurement of Goods and Services Policy
<b>Staff Prepared/Presented:</b>	John Young, Manager Facilities and Fleet 651-602-8281
<b>Division/Department:</b>	Environmental Services/Maintenance Administration

### Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute contract 24P091 with FBG Service Corporation (FBG) to provide janitorial services for the Metropolitan Wastewater Treatment Plant in an amount not to exceed \$1,422,500.

### Background

The proposed contract will provide janitorial services for Metropolitan Wastewater Treatment Plant in Saint Paul. Janitorial services provide cleaning services for offices, locker room and other non-process areas at the plant.

A Request for Proposal was issued on March 21, 2024. A pre-proposal meeting was hosted by Council staff that outlined the solicitation requirements, discussed project specifications, and responded to plan holder inquiries. There were thirteen registered plan holders, ten prime proposers, two subcontractors, one plan room, and eight of plan holders identified as minority, woman, small or disadvantaged business enterprises. On April 18, 2024, the Council received three proposals to be evaluated for the consideration of award.

The following criteria were used in the evaluation of proposals; proposal quality, proposer qualifications, the service delivery plan, proposer experience, experience of the subcontractor, price and the ability to meet current and future needs. The evaluation panel utilized the expertise and knowledge from a wide array of staff disciplines and staff recommend FBG as the most advantageous proposer to the Council. FBG offers operational solutions for required services and competitive pricing.

### Rationale

The execution of contracts for professional services in excess of \$500,000 requires Council approval.

### Thrive Lens Analysis

This action advances the Thrive Outcome of Stewardship by efficiently and effectively preserving our regional wastewater treatment plant complex.

## **Funding**

Annual funding for these services is provided in the MCES Operating Budget.

## **Small Business Inclusion**

The Office of Equity and Equal Opportunity (OEEO) assigned a Metropolitan Council Underutilized Business (MCUB) goal of 20% for this solicitation. OEEO determined that the firm being recommended for award has met the MCUB requirements of this contract.

