



# Chicago Park District

## Legislation Details (With Text)

**File #:** 24-1042-0313      **Name:** Authorization To Enter Into A Contract With Smith Maintenance Co. and Dust 'Em Clean Maintenance Company, Inc. for Janitorial Services, Specification No. P-23008

**Type:** Action Item      **Status:** Passed

**File created:** 2/16/2024      **In control:** Board of Commissioners

**On agenda:** 3/13/2024      **Final action:** 3/13/2024

**Title:** AUTHORIZATION TO ENTER INTO A CONTRACT WITH SMITH MAINTENANCE CO. AND DUST 'EM CLEAN MAINTENANCE COMPANY, INC. FOR JANITORIAL SERVICES FOR CENTRAL REGION LAKEFRONT COMFORT STATIONS, BEACH HOUSES, AND SPECIAL USE FACILITIES SPECIFICATION NO. P-23008

**Sponsors:** Facility Management

**Indexes:** Contract Award-IFB, RFP, RFQ

**Code sections:**

**Attachments:** 1. MWBE - Smith Maintenance, 2. MWBE Schedules - Dust Em Clean

Date	Ver.	Action By	Action	Result
3/13/2024	1	Board of Commissioners	approved	Pass

**AUTHORIZATION TO ENTER INTO A CONTRACT WITH SMITH MAINTENANCE CO. AND  
DUST 'EM CLEAN MAINTENANCE COMPANY, INC. FOR JANITORIAL SERVICES FOR  
CENTRAL REGION LAKEFRONT COMFORT STATIONS, BEACH HOUSES, AND SPECIAL USE  
FACILITIES  
SPECIFICATION NO. P-23008**

To: The Honorable Board of Commissioners of the Chicago Park District

### I. Recommendation

It is recommended that an order be entered authorizing the General Superintendent or their designee to enter into a contract with Smith Maintenance Co. and Dust Em Clean Maintenance Company, Inc. for Janitorial Services at Central Region Lakefront Comfort Stations, Beach Houses, and Special Use Facilities. These contractors were selected pursuant to a publicly advertised target market Request for Proposal. No work may commence and no payment shall be made prior to the execution of a written agreement.

### II. Award Information

**Contractor:** Smith Maintenance Co.  
2221 W. Walnut Street, Suite #2  
Chicago, IL 60612

**Company Type:** Illinois Business Corporation

**Majority Interest:** Mrs. Kathleen Smith      50%  
Michael Smith      50%

**Contractor:** Dust Em Clean Maintenance Company, Inc.

548 East 61st Street  
Chicago, IL 60637

Company Type: Illinois Business Corporation

Majority Interest: Cheryl Gill 100%

Contract Period: Two (2) year initial term with four (4) additional one (1) year extension options. If the extension options are exercised, funding shall be based upon annual appropriations.

Contract Amount: Not to exceed \$1,504,521.64 for initial contract term of two years (see below for amounts by category and awardee) DUR contract (depends upon requirements).

**Year one (1) of initial contract term: \$749,709.54**

Smith Maintenance - \$565,627.90

- Category A, Central Region Lakefront Comfort Stations \$325,127.90
- Category B, Special Use Facilities-Lakefront Seasonal \$111,500.00
- Category D, Special Use Facilities-Lakefront On Demand \$8,500.00
- Category E, Special Use Facilities-HQ-Yearly \$120,500.00

Dust Em Clean - \$184,081.64

- Category C, Special Use Facilities- Lakefront Year-Round \$184,081.64

**Year two (2) of initial contract term: \$754,812.10**

Smith Maintenance - \$570,730.46

- Category A, Central Region Lakefront Comfort Stations \$327,230.46
- Category B, Special Use Facilities-Lakefront Seasonal \$112,330.00
- Category D, Special Use Facilities-Lakefront On Demand \$8,500.00
- Category E, Special Use Facilities-HQ-Yearly \$122,670.00

Dust Em Clean - \$184,081.64

- Category C, Special Use Facilities-Lakefront Year-Round \$184,081.64

Expenditures for services under each extension term will be authorized by annual appropriation and subject to each year's budget. DUR contract.

**Affirmative Action**

Goals: This is a target market contract where bidding was restricted to local certified minority and woman owned business enterprises, and joint ventures consisting exclusively of MBE's, WBE's, or both. In addition, a certified MBE/WBE firm can be 100 % self-performing.

Scope of Services: For Janitorial Services at Central Region Lakefront Comfort Stations, Beach Houses, and Special Use Facilities.

Authorization: Authorize the General Counsel to include other relevant terms and conditions in the written Agreement. Authorize the General Superintendent to execute the Agreement and the Secretary to attest as to the signing of the Agreement and keep an original copy of the Agreement on file.

**III. Budget and Financial Information**

Budget Classification: Operating  
Fiscal Year: 2024-2025  
Source of Funds: 001.8485.8485.623130.1.1.1.1

#### IV. Procurement Information

Specification Number: P-23008  
Date Advertised: January 5, 2024  
Date Bids Due: February 2, 2024  
Number of Bids Received: Four (4)  
Bid Evaluation Detail: RFP Committee Evaluation

This contract was publicly advertised as a Target Market, Request For Proposal (“RFP”). Four (4) proposals were received on the due date. The Department of Purchasing (DP) determined that the four (4) proposals were compliant and responsive. An evaluation committee was formed, reviewed, and scored submittals in terms of the RFP requirements, experience, organization, capacity to perform and cost. The Department of Facility Management (DFM) reviewed this information and it has been determined that the highest-ranking companies were Smith Maintenance Co. for four (4) categories and Dust ‘Em Clean for one (1) category. As part of the evaluation committee process, the DFM reviewed the bid prices and determined that the prices submitted are fair and reasonable. Furthermore, the (DP) clarified that as a target market RFP, a certified MBE/WBE firm can be 100 % self-performing, which both awardees are.

#### V. Explanation

The Department of Facility Management is responsible for the oversight of twelve (12) comfort stations and three (3) beach houses for a total of fifteen (15) locations in the Central Region Lakefront and six (6) Special Use Facilities that require janitorial services. Each comfort station and special use facility has heavy use and requires prompt, constant, and consistent high-quality service on a daily and monthly basis for cleanliness and sanitation for patron use. In addition, the Department of Facility Management is in charge of maintaining the north and south region lakefront comfort stations. Having this contract in place will allow Facility Management to expeditiously obtain both routine and emergency services as necessary, for janitorial services at the central region lakefront comfort stations, beach houses, and special use facilities, at a fair and reasonable price. Additionally, both Smith Maintenance Co. and Dust Em Clean Maintenance Company has the experience, capacity, and ability to provide the services required in this contract. Therefore, it is in the best interest of the Chicago Park District to award Smith Maintenance Co. and Dust Em Clean Maintenance Company, Inc. the contract for Janitorial Services at the Central Region Lakefront Comfort Stations, Beach Houses, and Special Use Facilities.

#### VI. General Conditions

- 1) *Conflicts*: The Agreement shall not be legally binding on the Chicago Park District if entered into in violation of the provisions of 50 ILCS 105, the Public Officer Prohibited Activities Act.
- 2) *Ethics*: The Chicago Park District’s Ethics Code, Chapter III of the Code of the Chicago Park District, shall be incorporated into and made part of the agreement.
- 3) *Contingent Liability*: Any agreement lawfully entered into for a period of more than one year shall be executory only for the amounts for which the Park District may become liable in succeeding fiscal years pursuant to 70 ILCS 1505/17(i).
- 4) *Economic Disclosure Statement (“EDS”)*. Contractors have submitted full and complete EDS.