

City of Darien
Minutes of the Administrative/Finance Committee
August 2, 2021

The Meeting was called to order by Chairwoman/Alderwoman Sullivan at 6:35 pm. Committee members Aldermen Schauer and Vaughan were present. City Administrator Vana and Treasurer Coren were also present.

Janitorial Services

Staff advised that Clean Slate informed the City that they would be unable to renew their contract for the fourth and final year of the optional bid from 2018. Staff posted the RFP, conducted a pre-proposal meeting with 8 companies in attendance, and received proposals from 6 of the companies. Best Quality submitted the lowest bid for \$1,985.00 per month; Best Quality was the city’s cleaning service prior to Clean Slate. Staff had concerns with Best Quality’s performance. The second lowest bid, Eco Clean Maintenance, is roughly 6.2% higher or \$2,108.00 per month. References provided by Eco Clean Maintenance have been verified. Additionally, bids included an optional 3-year extension pending first year performance. The committee unanimously recommended approval of a resolution authorizing the Mayor to sign an agreement with Eco Clean Maintenance to provide janitorial services for the City of Darien.

MINUTES – June 7, 2021 - The Committee unanimously approved the minutes.

Adjournment - The meeting adjourned at 6:54 pm.

Approved:

Mary Sullivan, Chairwoman _____

Ted Schauer, Member _____

Lester Vaughan, Member _____