

# Memo

**To:** Mayor & City Council

**Thru:** Bryant Powell, City Manager  
Giao Pham, Public Works Director

**From:** Heather Hodgman, Public Works Management Analyst

**Date:** July 20, 2016

**Re:** Janitorial Services

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Mayor & City Council-

Since July 31, 2010, GCA Services Group, Inc. (GCA) has provided janitorial services for the city for its municipal facilities. On April 15, 2016, due to contractual disagreements, GCA informed the city it would be terminating the agreement on July 31, 2016.

As a result of the impending loss of services and pursuant to applicable state and city procurement requirements, on May 18, 2016, city publicly announced a request for proposals (RFPs) for janitorial services. City received two proposals. Because all of them were unresponsive, they were rejected. On June 29, 2016, city did a second round of RFPs. The city received two proposals, both of which were again unresponsive and consequently rejected.

With the quickly approaching GCA cessation of janitorial services and the reasonable likelihood that another round of RFPs would not be successful, city sought out Paramount Building Solutions directly to handle the city's needs.

Staff is requesting bid proposals from May and June 2016 be retroactively rejected through ratification and the janitorial services between the City of Apache Junction and Paramount Building Solutions be approved.