

From Eric Swenson's email dated 7/30/2024:

After extensive follow-up regarding RFP 2024-002, *Cleaning Services – Town of Bethel Facilities*, we offer the following recommendation for award. Uncle Sam's Contractors, LLC had the low bid at an annual cost of \$191,448. The next highest bid was over \$16k greater, at \$207,804.

There are three additional items for your consideration. These are things that were not in the previous annual contract, but we recommend should be included as part of our routine cleaning regimen at Town buildings. Please advise which, if any, of these items you would like us to include in the new contract. We believe the first of these is the most important:

Library

As a first priority, we strongly recommend adding carpet cleaning at the Library to this contract. This would include carpet cleaning (shampooing) twice per year for the 1st floor, and carpet cleaning once per year for the 2nd floor. This comes to an additional \$2,373 per year.

This is something that's been neglected for several years because it was never part of the original cleaning contract. Although it's not something that is done at every Town building, the library is a critical component of our community and such a heavily-used building that we believe this should be done on a regular basis.

Police Station

The PD requested additional regular cleaning. This would include carpet cleaning (shampooing) once annually, VCT floor refinishing once annually, and window cleaning once annually. This comes to an additional \$3,312 per year.

Municipal Center

Based on prior experience, we request similar cleaning be done regularly at the Municipal Center. This would include VCT floor refinishing once annually, and window cleaning once annually. This comes to an additional \$1,428 per year.

We would like to incorporate these into the cleaning contract when we compile and sign it. The annual total would come to $\$191,448 + \$7,113 = \$198,561$. Even with these additional services, it's still over \$9,000 less than we would be paying with our current vendor.

If this cost seems too steep, we could revise the frequency of some of these cleanings. However, we think what's described above is reasonable and advisable based on the

usage and in the interest of extending the life of the finishes. Although we don't think the cost will be appreciably different, please advise if you think we should revise the frequency (for example from once a year to every 2 years) and we can follow up.

Finally, please advise whether you think this is something we can include at this point, or whether we will need to wait to include it as an increase in next year's budget review process.

In conclusion, we recommend you award the contract to **Uncle Sam's Contractors, LLC**, at the next Board of Selectmen meeting. Once again, please let us know if you would like to award the contract with or without the three additional items described above.

Regards,
Eric

Eric M. Swenson

Director of Public Works, Town of Bethel

Clifford J. Hurgin Municipal Center, [1 School Street](#)

Bethel, CT 06801

Office: 203.794.8549

swensone@bethel-ct.gov