RESOLUTION NO. 2368

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH MOLLY MAID OF BONNEY LAKE TO PROVIDE CUSTODIAL SERVICES FOR CITY FACILITIES.

WHEREAS, the City of Bonney Lake has need of provision of custodial services to clean City Facilities; and

WHEREAS, the City has determined it is more economical and more efficient to contract for this service instead of hiring employees; and

WHEREAS, the City issued a Request for Proposals and determined that Molly Maid of Bonney Lake provides the best overall value in terms of price, experience, references, interview, expected service level, and local business presence.

NOW THEREFORE, the City Council of the City of Bonney Lake, Washington, does hereby resolve that the Mayor is authorized to sign the Agreement between the City of Bonney Lake and Molly Maid of Bonney Lake, attached hereto and incorporated herein by this reference.

PASSED BY THE CITY COUNCIL this 15th day of April, 2014.

Neil Johnson, Jr., Mayor

ATTEST:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney
PERSONAL SERVICES AGREEMENT

THIS PERSONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 5th day of April, 2014, by and between the City of Bonney Lake ("City") and Molly Maid of Bonney Lake ("Contractor").

The parties hereby agree as follows:

1. **Scope of Work.** The Contractor shall perform all work and provide all materials described in the Proposal and Scope of Work set out in Exhibit "A" attached hereto and incorporated herein by this reference. Such work shall be performed using facilities, equipment and staff provided by Contractor, and shall be performed in accordance with all applicable federal, state and local laws, ordinances and regulations. The Contractor shall exercise reasonable care and judgment in the performance of work pursuant to this Agreement.

2. **Payment.** The Contractor shall be paid by a flat fee of $5,850 per month for all products and services at the location listed in Exhibit "A". Such payment shall be full compensation for work performed or services rendered and for all labor and incidentals necessary to complete the work.

   Acceptance of final payment by the Contractor shall constitute a release of all claims, related to payment under this Agreement, which the Contractor may have against the City unless such claims are specifically reserved in writing and transmitted to the City by the Contractor prior to acceptance of final payment. Final payment shall not, however, be a bar to any claims that the City may have against the Contractor or to any remedies the City may pursue with respect to such claims.

   The Contractor and any sub-Contractors shall keep available for inspection, by the City, for a period of three years after final payment, the cost records and accounts pertaining to this Agreement and all items related to, or bearing upon, such records. If any litigation, claim or audit is started before the expiration of the three-year retention period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved. The three-year retention period shall commence when the Contractor receives final payment.

3. **Changes in Work.** The Contractor shall make all revisions and changes in the work completed under this Agreement as are necessary to correct errors, when required to do so by the City, without additional compensation.

4. **Extra Work.** The City may desire to have the Contractor perform work or render services in addition to or other than work provided for by the expressed intent of the Scope of Work. Such work will be considered Extra Work and will be specified in a written supplement which will set forth the nature and scope thereof. Work under a supplement shall not proceed until authorized in writing by the City. Any dispute as to whether work is Extra Work or work already covered by this Agreement shall be resolved before the work is undertaken. Performance of the work by the Contractor prior to resolution of any such
dispute shall waive any claim by the Contractor for compensation as Extra Work. Additional Services shall be paid at the rate of $27 per hour.

5. **Employment.** Any and all employees of Contractor, while engaged in the performance of any work or services required by the Contractor under this Agreement, shall be considered employees of the Contractor only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of said employees, while so engaged; any and all taxes arising out of Contractor's or Contractor's employees' work under this Agreement; and any and all claims made by a third party as a consequence of any acts, errors, or omissions on the part of the Contractor's employees, while so engaged, shall be the sole obligation and responsibility of the Contractor. The Contractor's relation to the City shall at all times be as an independent contractor.

6. **Nondiscrimination and Legal Compliance.** Contractor agrees not to discriminate against any client, employee or applicant for employment or for services because of race, creed, color, national origin, marital status, gender, age or handicap except for a bona fide occupational qualification with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or termination; rates of pay or other forms of compensation; selection for training; and rendition of services. The contractor represents and warrants that it is in compliance with and agrees that it will remain in compliance with the provisions of the Immigration Reform and Control Act of 1986, including but not limited to the provisions of the Act prohibiting the hiring and continued employment of unauthorized aliens and requiring verification and record keeping with respect to the status of each of its employees' eligibility for employment. The contractor shall include a provision substantially the same as this section in any and all contracts with subcontractors performing work required of the contractor under this contract. The contractor agrees to indemnify and hold the City harmless from any and all liability, including liability for interest and penalties, the City may incur as a result of the contractor failing to comply with any provisions of the Immigration Reform and Control Act of 1986. Contractor understands and agrees that if it violates this section, this Agreement may be terminated by the City, and that Contractor shall be barred from performing any services for the City in the future unless and until a showing is made satisfactory to the City that discriminatory practices have terminated and that recurrence of such action is unlikely.

7. **Criminal Background Check.** The Contractor, and all employees of the Contractor, shall not perform any Work pursuant to this contract without first submitting to a criminal background check provided by the City. The Contractor, and all employees of the Contractor, shall maintain throughout the course of this Agreement clean criminal records free of any investigations, charges, or convictions for gross misdemeanor, felony, or offenses involving dishonesty or moral turpitude. Failure to abide by this Section may, in the City's discretion, constitute fault justifying termination of the contract.

8. **Term.** This Agreement shall become effective upon signing by both parties and shall automatically renew for up to 4 successive years unless otherwise terminated as provided
herein. The price of the contract at time of each annual renewal shall increase by the same percentage as the Washington State Prevailing Wage for Janitor but will not decrease.

9. **Termination by City.** The City may terminate this Agreement at any time upon not less than thirty (30) days written notice to Contractor, subject to the City’s obligation to pay Contractor in accordance with subsections A, B and C below.

   A. In the event this Agreement is terminated by the City other than for substandard performance and/or misconduct by the Contractor, a final payment shall be made to the Contractor for actual cost of work complete at the time of termination of the Agreement. In addition, the Contractor shall be paid on the same basis as above for any authorized Extra Work completed. No payment shall be made for any work completed after thirty (30) days following receipt by the Contractor of the termination notice. If the accumulated payment(s) made to the Contractor prior to the termination notice exceeds the total amount that would be due as set forth in this subsection, then no final payment shall be due and the Contractor shall immediately reimburse the City for any excess paid.

   B. In the event the services of the Contractor are terminated by the City for substandard performance and/or misconduct by the Contractor, subsection A of this section shall not apply. In such event the amount to be paid shall be determined by the City with consideration given to the actual costs incurred by the Contractor in performing the work to the date of termination, the amount of work originally required which was satisfactorily completed to date of termination, whether that work is in a form or of a type which is usable by the City at the time of termination, the cost to the City of employing another person or firm to complete the work required and the time which may be required to do so, and other factors which affect the value to the City of the work performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount which would have been made if subsection A of this section applied.

   C. In the event this Agreement is terminated prior to completion of the work, the original copies of all work products prepared by the Contractor prior to termination shall become the property of the City for its use without restriction; provided, that any such use by the City not directly related to the particular purposes for which the work product was produced shall be without any liability whatsoever to the Contractor.

10. **Termination by Contractor.** Contractor may terminate this Agreement only in response to material breach of this Agreement by the City, or upon completion of the work set out in the Scope of Work and any Extra Work agreed upon by the parties.

11. **Applicable Law; Venue.** The law of the State of Washington shall apply in interpreting this Agreement. Venue for any lawsuit arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Pierce County.
12. **Indemnification/Hold Harmless/Insurance.** Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

A. **Minimum Scope/Amounts of Insurance.** Contractor shall obtain insurance of the types described below:

B. **Automobile Liability insurance** covering all-owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

C. **Commercial General Liability insurance** shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Contractor’s Commercial General Liability insurance policy with respect to the work performed for the City. Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate.

D. **Workers’ Compensation coverage** as required by the Industrial Insurance laws of the State of Washington.

E. **Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance: The Contractor’s insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor’s insurance and shall not contribute with it. The Contractor’s insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

F. **Verification of Coverage.** Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Contractor before commencement of the work. Contractor shall furnish updated certificates following policy renewal or change in insurance carriers.
13. **Subletting or Assigning.** The Contractor shall not sublet or assign any of the work covered by this Agreement without the express written consent of the City.

14. **Entire Agreement.** This Agreement represents the entire Agreement between the parties. No change, termination or attempted waiver of any of the provisions of the Agreement shall be binding on any party unless executed in writing by authorized representatives of each party. The agreement shall not be modified, supplemented or otherwise affected by the course of dealing between the parties.

15. **Waiver.** Failure by any party to this Agreement to enforce any provision of this Agreement or to declare a breach shall not constitute a waiver thereof, nor shall it impair any party's right to demand strict performance of that or any other provision of this Agreement any time thereafter.

16. **Severability.** If any provision of this Agreement or its application is held invalid, the remainder of the Agreement or the application of the remainder of the Agreement shall not be affected.

17. **Execution and Acceptance.** This Agreement may be executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The Contractor hereby ratifies and adopts all statements, representations, warranties, covenants, and agreements contained in the supporting materials submitted by the Contractor, and does hereby accept the Agreement and agrees to all of the terms and conditions thereof.

18. **Prevailing Wages.** The hourly minimum rate of wage which may be paid to laborers, workers or mechanics in each trade or occupation to be employed in the performance of the contract must equal the applicable Washington State rate for Building Service Employees for Pierce County. Contractor shall submit Intent to Pay Prevailing Wages with signed contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

CITY OF BONNEY LAKE

CONTRACTOR: MOLLY MAID OF BONNEY LAKE

By: [Signature]

Neil Johnson, Jr., Mayor

By: [Signature]

Doug Company
Print Name: Doug Company

**Attachments:**

Exhibit A
Request for Proposals for
Custodial Services for City Facilities –
Justice & Municipal Center (22,000 s.f.)
Public Safety Building (15,500 s.f.)
Senior Center (5,400 s.f.)
Public Works Center & Shops (13,000 s.f.)
Total Square Feet = 55,900

DEADLINE FOR SUBMISSION:  
By 4:30 p.m., November 12, 2013

Submit proposals to:  Woody Edvalson, City Clerk  
City of Bonney Lake  
P.O. 7380  
Bonney Lake, WA 98391-0944  
E-mail: edvalsonw@ci.bonney-lake.wa.us

Proposals may be mailed, e-mailed, or hand delivered. It is the proposer’s responsibility to confirm the bid was received by the deadline. Inquiries or questions regarding this RFP should be directed to Gary Leaf, Facilities & Special Projects Manager, at (253) 447-3282 or leafg@ci.bonney-lake.wa.us. The following are specifications of providing custodial services for City of Bonney Lake facilities. This contract will not cover specialty items such as full carpet cleaning, window cleaning, and floor waxing.

Terms: The Contractor shall provide all labor to provide services as described herein. The City shall provide all required supplies, equipment, and cleaners. The most responsive bidder shall be awarded a one-year contract which may be renewed for additional one-year period, but not to exceed five years total, subject to agreement of both parties. Pricing shall be listed by facility location, and a total price for all locations shall be also listed. The City reserves the right to limit the Contract to specific locations using the proposed pricing by location, at its sole discretion. The Contract may be terminated by either party upon a thirty-day written notice. Work is expected to be conducted primarily during daytime hours (8:00 AM to 5:00 PM, though some offices may need to be cleaned an hour before or after this time range) and shall be scheduled around public meetings and Court use in the Council Chambers. The Contractor must comply with Washington State Prevailing Wage Rate Law. For contract extensions beyond the first year the Contractor will need to pay employees at least the revised Prevailing Wage each year.
There will be a scheduled walk-through on Friday, November 1st, at 10:00 a.m. Prospective bidders are encouraged, but not required, to attend. We will meet in the second floor lobby of the Bonney Lake Justice & Municipal Center, 9002 Main Street.

Custodial services will begin approximately January 1, 2014. The City reserves the right to set the date services will start. Bids shall be valid for a minimum of 90 days from the deadline date for submission noted above.

Prospective bidders will need to complete the Business Qualification Statement as seen in Attachment A. The accepted RFP/bid will become Exhibit A of the attached Professional Services Contract.

RANKING CRITERIA FOR CONTRACTOR SELECTION:

1. Price 50 points
2. References 10 points
3. Interview 10 points
4. Qualifications and experience of key personnel working in public buildings, especially sensitive areas 10 points
5. Service approach 10 points
6. Local (Bonney Lake) business 10 points

EVALUATION CRITERIA: The following criteria will be used by City staff to evaluate the proposals and make a selection:

- References – Prospective bidders shall provide a minimum of three (3) recent references for custodial or janitorial maintenance for similar work.
- Qualifications and experience – List qualifications and experience of cleaning and supervisory staff who will be assigned to the City of Bonney Lake account.
- Service approach – Provide a narrative up to one page that describes how you will respond to complaints and the process you will use to resolve them.
- Local business – Provide evidence that the business owner and/or key staff who reside, or have company offices headquartered, within the city limits of Bonney Lake, and currently conduct custodial/janitorial services within the city limits of Bonney Lake.
CUSTODIAL SERVICES TO BE PERFORMED:

Please note: cleaning will not be needed on holidays observed by the City of Bonney Lake. The Public Safety Building does not include East Pierce Fire & Rescue offices and engine bays but does include Police offices, common areas (i.e. lobby area), and the training room.

Daily Duties for Justice & Municipal Center, Public Safety Building, Senior Center, Public Works Center & Shops – vacuum common area and hallway carpets, mop floors in restrooms/break rooms/common areas/Senior Center kitchen, clean and sanitize restrooms (mirrors, faucets, sinks, toilets, urinals, and counters), empty common-area inside and outside (grounds) trash cans including 3rd floor deck of JMC (replace liners weekly or as needed), empty food waste containers, wipe down and sanitize public counters, clean drinking fountains, clean public pay phone at BLPD (as needed), clean and sanitize break room tables, restock dispensers (soap, paper towels, seat liners, hand sanitizers), spot clean carpets and floors (as needed), clean and sanitize trash cans (only as needed), if needed clean the Council Chambers/Courtroom (but reserve more thorough cleaning 3 days per week as noted below), promptly report any property damage to and coordinate supply and equipment needs with the City’s Facilities Manager

3 Cleanings Per Week – empty trash cans in individual offices as needed in Justice & Municipal Center, Public Safety Building, Senior Center, Public Works Center & Shops (small amounts in trash cans can wait until the next day), clean Courtroom/Council Chambers (including clean and sanitize dais, adjacent prisoner restroom, and adjacent holding cell) and Court and Prosecutor employee offices

Weekly Duties – for Justice & Municipal Center, Public Safety Building, Senior Center, Public Works Center & Shops re-stock custodial closets, empty recycle receptacles, spot-clean (as needed) walls/doors/windows/light switches, clean light fixtures (as needed), clean/dust window wells and sills, dust common areas, empty outside ashtrays (as needed), clean/sweep stairs in stairwells (JMC and BLPD) – except twice weekly in Fall season as noted below, sweep/mop/dust locker rooms at BLPD, clean showers in BLPD locker rooms and JMC employees’ restroom on first floor

Monthly or “As Needed” Duties – for Justice & Municipal Center, Public
Safety Building, Senior Center, Public Works Center & Shops dust blinds, light fixtures, and any ceiling fan blades, dust all ventilation ceiling and wall louvers, dust all horizontal surfaces unless covered by paperwork, clean baseboards, clean holding cells at BLPD, maintain MSDS records for all flammable-hazardous materials used and keep in a location accessible to City staff.

**Seasonal Duties** – during the Fall season (i.e. late September – late December) daily use City-provided blower to blow leaves and needles away from entrances as needed at all city buildings included in this RFP (Justice & Municipal Center, Public Safety Building, Senior Center, Public Works Center & Shops); clean/sweep stairs in stairwells (JMC and BLPD) twice weekly instead of weekly at other times of the year.

**Extra Services** – reserve 12 2-hour cleaning occurrences per year for undesignated issues such as occasional spills or sporadic messes that need to be cleaned up infrequently.

**Annual Duties** – dust HVAC ducts, vents, and pipes, ledges in stairwells, and window sills over foyer in Justice & Municipal Center, mop stairwells (JMC and BLPD).
OTHER CONDITIONS:

1. Provide at least three references relevant to work required
2. Must be licensed and bonded
3. All employees of the Contractor shall pass a background check, and Contractor shall provide information needed to process it
4. All employees of the Contractor shall maintain a background check acceptable to the BLPD, including during employment
5. Smoking is not permitted inside buildings
6. Must meet insurance and indemnification requirements listed in the standard City personal services contract and list the City as an additional insured
7. Must secure a Washington State and City of Bonney Lake business license
8. Contractor shall be responsible for all industrial and medical insurance taxes, if applicable, and if required, any and all permits, fees, and licenses necessary for the protection of the vendor’s employees and the performance of the services listed
9. Unless authorized in advance, contractor or its employees shall not use the City’s electronic equipment, and phones shall not be used except for emergencies
10. Before leaving each day, contractor must secure the building with doors closed and locked, lights turned off, and the alarm set
11. Janitor’s closets shall be kept in orderly condition

Contractor must comply with RCW provisions pursuant to Prevailing Wages for all applicable labor classifications. Current state prevailing wages are attached.

The City of Bonney Lake reserves the right to reject any/all bids or parts thereof and to waive all minor irregularities in bidding. Proposals must be sealed and clearly marked.
LETTER OF INTEREST

Enclosed is our proposal to provide custodial services for the City of Bonney Lake facilities.

The Molly Maid brand has been a trusted name, nation-wide, for more than 25 years. We take pride in providing quality cleaning services, and offer a 24 hour guarantee. If for any reason you aren't happy with our services, give us a call within 24 hours of our cleaning, and we will cheerfully return to re-clean the areas that didn't meet your expectation, with no additional charge.

Molly Maid also runs the MS. Molly Foundation raising money for Women and children who are victims of domestic violence.

Molly Maid of Bonney Lake, Auburn, and Enumclaw is a disabled Vietnam veteran and wife-owned franchise serving east Pierce and south King counties since 2006. You can count on us to regularly inspect the work being performed, and stay in close contact with our customers to receive feedback on our services. We regularly pass out Customer Care survey cards to receive instant feedback.

Joe Rodriguez, also a disabled veteran, is the Operations Supervisor, and Doug Compau the business owner.

We provide full time employment (along with paid vacation and holidays) for a diverse group of individuals, including disabled military veterans, women, minorities, and the deaf. The business owner and some of the key staff members live, work, and shop within the Bonney Lake area. Molly Maid has sponsored the Bonney Lake Historical Society as well as athletic teams within the Bonney Lake, and Sumner school districts.

While the core of our customer base is made up of residential homes, we do provide cleaning services to several local companies. The companies mentioned below can provide you with references about our service.

Quality Stamping, Inc. (253) 863-5770 907 137th Avenue E. Sumner (14,000 sqft facility)
We clean offices, bathrooms, hallways, open spaces, and the kitchen/break area.

Technic Machine, Inc. (253) 862-7429 21917 34th Street Ct. E. Lake Tapps (10,000 sqft facility)
We clean offices, bathrooms, kitchen/break area, and the machinery area floor.

Park Place Mgmt. (253) 750-0162 1506 Fryar Ave. Sumner (3000 sqft facility)
We clean offices, bathrooms, conference room, blinds, windows, and ventilation grills.

Historical Meeker Mansion (16,000 sqft house)
Clean whole house and antiques, as their budget allows.
Mansion personnel change frequently and may not remember us.

Sincerely,
Doug Compau, Owner

Molly Maid of Bonney Lake / Auburn / Enumclaw
P.O. Box 1431 • Sumner, WA 98390
Phone: (253) 891-4276 • Fax (253) 891-4278 • www.mollymaid.com
PROPOSAL

The undersigned agrees to provide janitorial and grounds services as described in this Request for Proposals. Price quote includes all labor, equipment, and materials as described herein.

TOTAL ANNUAL COST FOR JUSTICE & MUNICIPAL CENTER (22,000 s.f.): $280,800

TOTAL ANNUAL COST FOR PUBLIC SAFETY BUILDING (15,500 s.f.): $140,400

TOTAL ANNUAL COST FOR SENIOR CENTER (5,400 s.f.): $140,400

TOTAL ANNUAL COST FOR PUBLIC WORKS CENTER & SHOPS (13,000 s.f.): $140,400

TOTAL ANNUAL COST FOR ALL LOCATIONS (55,900 s.f.): $702,000

This Proposal is hereby acknowledged and is offered to the City of Bonney Lake.

PROPOSER: Molly Maid
Name of Company (Type or Print)

NAME: Doug Compaup
Type or Print

SIGNATURE: Doug Compaun (Date) 11/5/13

TITLE: OWNER OPERATOR

ADDRESS: PO Box 1431
Sumner WA 98390

PHONE: 253-891-4276
Years this business has performing janitorial services:

7½

Please list number of years of experience of each employee who will be assigned to this account:

Lisa 5 years+

Gloria 2 years

Korina 3 years

Others 2-5 years
Please complete and submit with your response.

1. Name of business: **MOLLY MAID**

2. Business address: **PO BOX 1431 SUMNER WA 98390**

3. Phone: Business fax: e-mail: **253 891 4276 253 891 4276**

4. Business classification (check all that apply):
   Individual _____ Partnership_____ Corporation **LLC**

5. Identification. A. Federal tax number (EIN): **203612451**  WA UBI number: **602548173**

6. Name of owner: **Doug Compau**

7. Does the company maintain insurance in amounts specified by the City contract:
   Yes: X  No:____
   (General liability insurance of at least $1,000,000 per occurrence; $2,000,000 aggregate, Combined Single Limit (CSL); Automobile liability of at least $1,000,000 per accident CSL; Professional Liability, if applicable, of at least $1,000,000.
   If no, describe the differences:

8. Are there claims pending against this insurance policy? Yes:___  No: X
   If yes, please explain the nature of the claims:

9. Has the company or anybody in the company ever been disqualified or terminated by any public agency? Yes:_________  No: X

10. Proposal offers shall be good and valid until the City completes the award or rejects the proposals. Failure to concur with this condition may result in rejection of the offer. Does the firm accept this condition? Yes: X  No:____

   I certify that to the best of my knowledge, the information contained in this proposal is accurate and complete, and that I have the legal authority to commit this company to a contractual agreement.

   SIGNATURE: Date: **11/5/13** **Doug Compau**

   PRINT NAME AND TITLE OF SIGNER: **Doug Compau owner**
Washington State Prevailing Wage

The PREVAILING WAGES listed here include both the hourly wage rate and the hourly rate of fringe benefits. On public works projects, worker's wage and benefit rates must add to not less than this total. A brief description of overtime calculation requirements are provided on the Benefit Code Key.

**Journey Level Prevailing Wage Rates for the Effective Date: 10/4/2013**

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10/4/2013
City of Bonney Lake, Washington

City Council Agenda Bill (AB)

Department/Staff Contact:
Executive / Gary Leaf

Meeting/Workshop Date:
15 April 2014

Agenda Bill Number:
AB14-41

Agenda Item Type:
Resolution

Ordinance/Resolution Number:
2368

Councilmember Sponsor:
Councilmember Hamilton

Agenda Subject: Custodial Services

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign An Agreement With Molly Maid Of Bonney Lake For Custodial Services For City Facilities.

Administrative Recommendation: Approve

Background Summary: City staff recommends hiring Molly Maid of Bonney Lake to provide custodial (cleaning) services. This contract will be for 12 months at a cost of $70,200 and may be renewed in 12-month intervals for a maximum of four additional years; it will not cover specialty items such as full carpet cleaning, window cleaning, and floor waxing. The City received six proposals. Rating criteria were - price 50%, references 10%, interview 10%, experience of key staff 10%, service approach 10%, and local business presence 10%. Dan Grigsby, Melissa Johnson, Sue Hilberg, Barb Wigton, and Gary Leaf served on the review panel. Several proposals were very competitive, but Molly Maid was determined to provide the best overall value based on the rating criteria.

Attachments: Yes

BUDGET INFORMATION

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Budget Explanation: Budget assumes one FTE at cost of $60,000 and contracted services of $15,000.

COMMITTEE, BOARD & COMMISSION REVIEW

Council Committee Review: Finance Committee
Date: 25 March 2014

Approvals:
Chair/Councilmember: Dan Swatman
Councilmember: Donn Lewis
Councilmember: Katrina Minton-Davis

Forward to:
Agenda: Yes No

Commission/Board Review:
Hearing Examiner Review:

COUNCIL ACTION

Workshop Date(s):
Meeting Date(s):
Public Hearing Date(s):
Tabled to Date:

APPROVALS

Director:
Mayor:

Date Reviewed by City Attorney: 1 October 2013