

**Agendum
Oakland University
Board of Trustees Formal Session
October 14, 2019**

**AUTHORIZATION FOR
CUSTODIAL SERVICES CONTRACT**

A Recommendation

1. **Division and Department:** Facilities Management Department and Chief Operating Officer.
2. **Introduction:** For Oakland University (University) buildings built prior to 1997, custodial services are provided by University employees, represented by the Michigan Education Association Oakland University Campus Maintenance and Trades union (MEA-OUCMT). Buildings built since 1997 have the potential of having outsourced custodial services, as was negotiated in the MEA-OUCMT Collective Bargaining Agreement (CBA).

At this time, the following buildings use outsourced custodial services. This represents 19.56 percent of the total campus spaces:

Athletic Center (ATH)
Biomedical Research Support Facility (BRSF)
Elliott Hall (EH)
Engineering Center (EC)
Lowry Child Care Center (LCCCC)
Mathematics and Science Center (MSC)
Pawley Hall (PH)
Recreation and Athletic Outdoor Complex (RAOC)
Recreation Center (REC)
Golf and Learning Center Operations (10 Buildings)

Custodial services, both routine cleaning and special projects, are based on performance standards that include specific tasks and frequencies at each location and are scheduled to be least disruptive to faculty, students and staff. The University follows industry cleaning standards laid out by the Association for Higher Education Facilities Officers (APPA). The standards are graded by a sliding scale from Level 1 to 5, where Level 1 is the highest standards of cleaning service. During the Request for Proposals (RFP) development, departments defined the level of service that was needed for their area. The required level ranges between 1 and 2. This is an increased service level from the existing service that is estimated to be a Level 3. The existing service contract required an APPA Level 2 cleaning along with task frequencies.

Custodians are required to clear criminal background checks. Supervisor staffing on all shifts, a comprehensive training program for staff, and periodic quality--assurance checks and resolutions are required.

**Authorization for
Custodial Services Contract
Oakland University
Board of Trustees Formal Session
October 14, 2019
Page 2**

The current outsourced custodial services contract, as approved by the Board of Trustees (Board) in 2014, expired June 30, 2019. An interim contract (amendment) is in place until November 30, 2019. Via a RFP process, competitive bids were solicited for custodial services. In addition, a proposal was solicited from the MEA-OUCMT as required by the CBA. Ten proposals were received.

A four-person committee from Facilities Management and Purchasing reviewed the proposals and interviewed the top four submissions; ABM, Aramark, MEA-OUCMT, and SSC Services for Education (SSC). Based on interview presentations, SSC has submitted the most qualified and responsive proposal for custodial services based on cost, quality, flexibility, staff coverage, availability and inspection assessments and is recommended as the selected vendor. The proposal is summarized in Attachment A.

SSC is part of The Compass Group, a family of companies that includes Chartwells. The University is currently in a successful contract with Chartwells for our food service operations.

It is requested that the Board authorize the Chief Operating Officer to negotiate and execute a custodial services contract with SSC.

3. **Previous Board Action:** The Board approved the current Custodial contract October 22, 2014.
4. **Budget Implications:** The annual cost of custodial services is built into the General Fund and Auxiliary Operations budgets. The recommended vendor will result in a \$184,500 annual General Fund budget increase. The seven-year cost of custodial services by SSC is reflected in Attachment A.
5. **Educational Implications:** None.
6. **Personnel Implications:** There are no personnel implications with the selection of SSC.
7. **University Reviews/Approvals:** This agenda was formulated by the Manager of Custodial and Grounds, and reviewed by the Director of Purchasing, Associate Vice President for Facilities Management, and Chief Operating Officer.
8. **Recommendation:**

RESOLVED, that the Chief Operating Officer be authorized to negotiate and execute a custodial services agreement with SSC; and, be it further

**Authorization for
Custodial Services Contract
Oakland University
Board of Trustees Formal Session
October 14, 2019
Page 3**

RESOLVED, that the Board of Trustees authorizes the President, Chief Operating Officer, and their respective designees, to perform all acts and deeds and to execute and deliver all contracts, instruments, and documents required by this resolution that are necessary, expedient, and proper in connection with the Custodial Services contract and the ongoing administration; and, be it further

RESOLVED, that said contracts, instruments and documents shall be reviewed by and be in a form acceptable to the Vice President for Legal Affairs and General Counsel prior to execution, and be in compliance with the law and with University policies and regulations and conform to the legal standards of the Vice President for Legal Affairs and General Counsel.

9. Attachment:

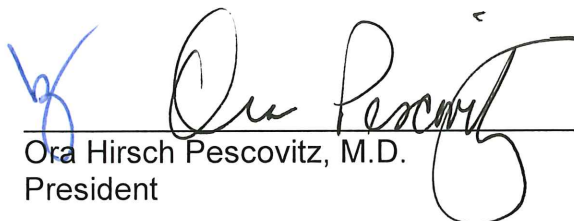
Attachment A: OU Custodial Services Comparison, October 2019

Submitted to the President
on 10/11, 2019 by



Scott G. Kunselman
Chief Operating Officer

Recommended on 10/14, 2019
to the Board of Trustees for Approval by



Ora Hirsch Pescovitz, M.D.
President

OU Custodial Services Comparison
October 2019

Category	Aramark	SSC Services for Education	ABM
1st Year Annual Total	\$1,190,612	\$1,263,350	\$1,738,679
Event Hours (Based on SSC credit of 1000 hours at base pay per hour)	\$10,530	\$0	\$13,500
1st Year Subtotal	\$1,201,142	\$1,263,350	\$1,752,179
1st Year Annual Golf	\$30,311	\$25,535	\$97,649
1st Year Total with Golf plus 1000 Event Hours	\$1,231,453	\$1,288,885	\$1,849,828
Est. 7-Year Contract Total with GLC (Without event hours)	\$9,298,451	\$9,987,218	\$13,888,065