

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda

NOVEMBER 13, 2023

6:35 PM

**or Immediately Following
Services, Utilities, Technology & Cable Committee**

1. Discussion Items
2. Motion Items
3. Review Legislation

RES. NO. 93-2023 - A resolution authorizing the City Manager to enter into a three (3) year agreement with Any Domestic Work, Inc. to provide custodial services at City Hall and the Division of Police in a monthly amount not to exceed \$4,190.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

RES. NO. 94-2023 - A resolution authorizing the City Manager to enter into a three (3) year agreement with Any Domestic Work, Inc. to provide custodial services at the Brunswick Community Recreation and Fitness Center in a monthly amount not to exceed \$6,195.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

4. General Discussion
5. Executive Session
 - (a) Motion to go into Executive Session to discuss the subject of pending or imminent court action.
6. Adjournment

PROPOSED LEGISLATION



DATE: 11/13/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Carl DeForest

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 93-2023** - A resolution authorizing the City Manager to enter into a three (3) year agreement with Any Domestic Work, Inc. to provide custodial services at City Hall and the Division of Police in a monthly amount not to exceed \$4,190.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: Public bids were received and opened on October 10, 2023. Two bids were received. The lowest and best bidder was Any Domestic Work, Inc.

PURPOSE AND EXPLANATION: Custodial services are required at City Hall five (5) days a week and the Division of Police seven (7) days a week.

IMPLEMENTATION SCHEDULE: As soon as allowed by law and/or by March 1, 2024.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The monthly amount for City Hall and the Division of Police in total is \$4,190.00. The costs will be broken down between the General Fund and the Police Fund, based on a calculation relating to the square footage and the number of days cleaned in the year. The costs for this contract must be appropriated (budgeted) by Council pursuant to State law. The costs for this contract will be subject to sufficient Council appropriations and properly certified purchase orders pursuant to ORC 5705.41D. Preliminary cost breakdown is \$1,923.93/month to #001-0441-54260 & \$2,266.07/month to #114-0520-54260.

RECOMMENDED ACTION:

One Reading	No
Two Readings	No
Three Readings	Yes

Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 93-2023

BY: Committee-of-the-Whole

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR AGREEMENT WITH ANY DOMESTIC WORK, INC. TO PROVIDE CUSTODIAL SERVICES AT CITY HALL AND THE DIVISION OF POLICE IN A MONTHLY AMOUNT NOT TO EXCEED \$4,190.00.

WHEREAS: The City of Brunswick received two (2) bids to provide custodial services at City Hall and the Division of Police, in accordance with public bidding requirements; and

WHEREAS: The two (2) received public bids were opened on October 10, 2023, with Any Domestic Work, Inc. determined to be the lowest and best bidder.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into a three (3) year Agreement with Any Domestic Work, Inc., the lowest and best bidder, to provide custodial services at City Hall and the Division of Police in a monthly amount not to exceed \$4,190.00, subject to annual appropriations by City Council as required by law.

SECTION 2: That this Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____

AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Laura E. Timura

PROPOSED LEGISLATION



DATE: 11/13/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Carl DeForest

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 94-2023** - A resolution authorizing the City Manager to enter into a three (3) year agreement with Any Domestic Work, Inc. to provide custodial services at the Brunswick Community Recreation and Fitness Center in a monthly amount not to exceed \$6,195.00. - **1st Reading** (To be brought from Committee-of-the-Whole, Administration/Carl DeForest)

BACKGROUND: Public bids were received and opened on October 10, 2023. Two bids were received. The lowest and best bidder was Any Domestic Work, Inc.

PURPOSE AND EXPLANATION: The Brunswick Recreation and Community Fitness Center needs custodial services seven (7) days a week.

IMPLEMENTATION SCHEDULE: As soon as allowed by law and/or by March 1, 2024.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Monthly rate is \$6,195.00. The costs for this contract must be appropriated (budgeted) by Council pursuant to State law. The costs for this contract will be subject to sufficient Council appropriations and properly certified purchase orders pursuant to ORC 5705.41D. The account#131-0830-54260.

RECOMMENDED ACTION:

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 94-2023

BY: Committee-of-the-Whole

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR AGREEMENT WITH ANY DOMESTIC WORK, INC. TO PROVIDE CUSTODIAL SERVICES AT THE BRUNSWICK COMMUNITY RECREATION AND FITNESS CENTER IN A MONTHLY AMOUNT NOT TO EXCEED \$6,195.00.

WHEREAS: The City of Brunswick received two (2) bids to provide custodial services at the Brunswick Community Recreation and Fitness Center, in accordance with public bidding requirements; and

WHEREAS: The two (2) received public bids were opened on October 10, 2023, with Any Domestic Work, Inc. determined to be the lowest and best bidder.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into a three (3) year Agreement with Any Domestic Work, Inc., the lowest and best bidder, to provide custodial services at the Brunswick Community Recreation and Fitness Center in a monthly amount not to exceed \$6,195.00, subject to annual appropriations by City Council as required by law.

SECTION 2: That this Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____

AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Laura E. Timura