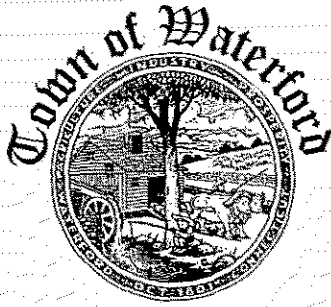


FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

**UPDATED AGENDA
BOARD OF SELECTMEN SPECIAL MEETING**

Tuesday, June 24, 2025

4:30 PM

Waterford Town Hall – Appleby Room

- 1. Call to Order & Roll Call:**
- 2. Pledge of Allegiance:**
- 3. Public Works:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Public Works, Gary Schneider, to award the bid to Building One Facility Services, LLC for Custodial Services for General Government Buildings with contract date from 7/1/2025 through 6/30/2028 with an annual cost of \$167,700.00. Funds will be available from line #10111-52040, (Service Contracts and Repairs).
- 4. Adjournment:**

RECEIVED FOR RECORD
WATERFORD, CT
2025 JUN 23 P 1:28
ATTEST
TOWN CLERK

Memo

To: The Board of Selectmen
From: Shea Davy
Date: June 10, 2025
Re: Award-RFP#24-031 Custodial Services for General Government Buildings

Dear Mr. Brule:

Proposals for the above-mentioned project were opened on May 22, 2025 by Gary Schneider, Director of Public Works, Sandy Kenniston and I with the attached results. After careful review of the proposals, review and clarification of the scope of work and reference checks, it was determined that Building One Facility Services, LLC bid was one of the most qualified bidders and therefore I recommend they be awarded the contract to perform the services stated in this bid for the total amount of \$167,700.00.

I therefore respectfully seek the Board's approval to award the contract to Building One Facility Services, LLC for \$167,700.00 starting on 7/1/2025 and ending on 6/30/2028.

Funds will be made available from Line Item 10111-52040 Service Contracts and Repairs.



Shea Davy
Purchasing Agent,
Town of Waterford

INTER-OFFICE MEMORANDUMTOWN OF WATERFORD

To: Kimberly Allen, Finance Director
Cc: Rob Brule, First Selectman
From: Gary J. Schneider, Director of Public Works
Date: June 13, 2025
Re: Custodial Contract



Several Departments have voiced concerns with losing the current custodial service contractor that has been cleaning their spaces for the past three years. They have developed a mutual respect for each other, both understanding the need to conduct the public services in the area while the cleaning takes place. For example, the custodial staff completely understands how things work at the Town Hall with night meetings, blood drives and keeping that building looking good and staff knows what it takes to clean and keeps the areas in good shape.

Another example is at the Community Center. The public and staff love the cleaning service. The existing contractor has an excellent relationship with them and the day cleaner (porter). He understands the day-to-day schedules and truly assists them in making their visit to the center enjoyable.

Time is money, the time needed to make the transfer from one contractor for our department is more detailed then handing over the keys. It is understanding the building operations, when to perform the work in each area and when to work around those who work late into the night. Whenever there is a contractor change, there is a disruption. Even between two very qualified contractors, there is a learning curve that takes time. With the requirement to now bring the Library night service into contract cleaning service, having a contractor with known performance will make that transition less stressful and successful from the start. This process will be easier with our current contractor.

Having a new contract begin and not having a staff member work through all the hiccups of setting up a new company will make it into a fix what went wrong process. This is not saying any bidders do not have the ability and the knowledge to perform the work and do it well. They do. It is more of a statement that our model of performing building maintenance which does not have permanent staff assigned to that department. It is working through the hundreds of details that make the service a success.

The Town has an excellent working relationship with Building One. By using our existing contractor, we will be providing a seamless service. They know the hundreds of details that make it a success.

For the reasons outlined above, I respectfully request that the Board of Selectmen consider awarding the custodial contract to our current vendor, Building One.

Tabulation Sheet RFP#24-031 Custodial Services For Government Buildings			
VENDOR		Building One Facility Services, LLC	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$700.00	\$8,400.00
Emergency Operations Center	1474	\$800.00	\$9,600.00
Public Works & T. Station Trailer	9500	\$1,475.00	\$17,700.00
Town Hall	16616	\$3,500.00	\$42,000.00
Community Center	24758	\$5,600.00	\$67,200.00
Library	25343	\$1,900.00	\$22,800.00
TOTAL		\$13,975.00	\$167,700.00

VENDOR		Coastal Cleaning LLC	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$1,242.00	\$14,904.00
Emergency Operations Center	1474	\$250.00	\$3,000.00
Public Works & T. Station Trailer	9500	\$1,607.00	\$19,284.00
Town Hall	16616	\$273.00	\$3,276.00
Community Center	24758	\$4,189.00	\$50,268.00
Library	25343	\$4,288.00	\$51,456.00
TOTAL		\$11,849.00	\$142,188.00

VENDOR		East Coast Maintenance Solutions	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$1,036.75	\$12,441.00
Emergency Operations Center	1474	\$208.00	\$2,496.00
Public Works & T. Station Trailer	9500	\$1,340.60	\$16,087.20
Town Hall	16616	\$2,345.35	\$28,144.20
Community Center	24758	\$3,493.20	\$41,918.40
Library	25343	\$3,576.10	\$42,913.20
TOTAL		\$12,000.00	\$144,000.00

VENDOR		Kleen-Tech Services, LLC	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$797.00	\$9,563.00
Emergency Operations Center	1474	\$351.00	\$4,213.00
Public Works & T. Station Trailer	9500	\$1,059.00	\$12,705.00
Town Hall	16616	\$1,990.00	\$23,880.00
Community Center	24758	\$8,140.00	\$97,680.00
Library	25343	\$2,580.00	\$30,955.00
TOTAL		\$14,917.00	\$178,996.00

Vendor Submission states total monthly cost as \$14,916.00 and Total annual cost as \$178,997.00. Tabulationsheet reflects corrected totals.

VENDOR		MSL Coporate Cleaning Services LLC	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$1,575.00	\$18,900.00
Emergency Operations Center	1474	\$550.00	\$6,600.00
Public Works & T. Station Trailer	9500	\$1,750.00	\$21,000.00
Town Hall	16616	\$2,750.00	\$33,000.00
Community Center	24758	\$4,500.00	\$54,000.00
Library	25343	\$3,750.00	\$45,000.00
TOTAL		\$14,875.00	\$178,500.00

VENDOR		Uncle Sam's Contractors	
BUILDING	ESTMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7340	\$1,160.00	\$13,920.00
Emergency Operations Center	1474	\$1,068.00	\$12,816.00
Public Works & T. Station Trailer	9500	\$1,671.00	\$20,052.00
Town Hall	16616	\$3,695.00	\$44,340.00
Community Center	24758	\$6,349.00	\$76,188.00
Library	25343	\$2,819.00	\$33,828.00
TOTAL		\$16,762.00	\$201,144.00

Town of Waterford
CUSTODIAL SERVICES FOR GENERAL GOVERNMENT BUILDINGS

PRICE SHEET

You are required to furnish the following information to the Town of Waterford:

Name and address of Company Building One Facility Services, LLC
(Print or type)

57 Ozick Drive, Suite A, Durham, CT 06422

Name and Title of Agent of Company David Preste / Vice President
(Print or type)

Signature:  Date: 5/21/25

Telephone: (860) 951 - 1327 Email: david.preste@buildingonellc.com

Fax: _____ Federal I.D. Number: 261755961

Lump sum price for equipment, material, and labor: \$ _____

BUILDING	ESTIMATED SQ FEET	MONTHLY COST	ANNUAL COST
Youth Services Bureau	7,340	700	8,400
Emergency Operations Center	1,474	800	9,600
Municipal Complex (including the transfer station trailer and mechanic office)	9,500	1,475	17,700
Town Hall	16,616	3,500	42,000
Community Center	24,758	5,600	67,200
Library	25,343	1,900	22,800
TOTAL		13,975	167,700

\$ 167,700 (ONE HUNDRED SIXTY-SEVEN THOUSAND SEVEN HUNDRED DOLLARS)

WRITTEN AMOUNT (Annual total for all buildings)

AFFIRMATIVE ACTION STATEMENT

NOTE: IF YOUR COMPANY HAS LESS THAN 10 EMPLOYEES, OR HAS COMPLETED THIS SAME FORM WITHIN ONE (1) YEAR, YOU MAY DISREGARD THE FOLLOWING EQUAL EMPLOYMENT/AFFIRMATIVE ACTION SECTION, EXCEPT AS NOTED.

OR: (1) The number of employees 500
(2) Completed this form within one year Yes (No)

FOR SEALED BIDS: If your company has completed this form within one year please forward a photocopy of the initial form with your Proposal. If significant changes have taken place within the past year, please update the information on this form.

REQUIREMENT Any vendor/bidder seeking to do business with the Town of Waterford must, upon request, supply the Town with any information concerning the Affirmative Action/Equal Employment practices of the vendor/bidder, which the Town and/or Commission deems necessary in fulfilling its charge. Failure to supply such information, when requested, will result in the termination of any further transactions between the vendor/bidder and the Town of Waterford.

COMPANY NAME AND ADDRESS

Building One Facility Services, LLC

TYPE OF BUSINESS

Building Services

TYPE OF ORGANIZATION

X Corporation Partnership Individual

If unit filing this application is not the above-named company, give the name, address and telephone number of reporting unit. (Branch, agent, representative)

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT ACTIVITIES

Please indicate the name and address of the company official(s) responsible for carrying out the Equal Employment Opportunity/Affirmative Action Program for your company.

If your company does not have a written affirmative action plan, please estimate the number of vacancies during the next 12 months, and indicate the numerical or percentage goals you have set for the employment of minority people and females to make your labor force reflective of the labor market in which you operate.

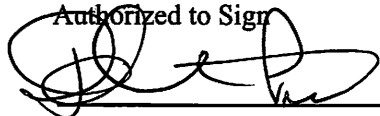
80 VACANCIES

85% minority / women

Legal Name of Bidder
Building One Facility Services, LLC

Business Address
57 Ozick Dr, Suite A, Durham, CT 06422

Signature and Title of Person
Authorized to Sign

 U.P.

Printed Name

David Preste

Date 5/21/25

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

COMPLETE AND RETURN

Bid #:

Bid TITLE:

NON-CONFLICT AFFIDAVIT OF RESPONDENTS

No Elected or Appointed Official, or other officer or employee or person whose salary is payable in whole or in part from the Town of Waterford, nor any immediate family member thereof, is directly or indirectly interested in the Bid/Proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any profits thereof.

The undersigned further certifies that this statement is executed for the purpose of inducing the Town of Waterford to consider the statement of qualifications and proposal submitted herein.

State of Connecticut S.S.

County of Middlesex

Subscribed and sworn before me this 22 day of may, 2025.

Legal Name of Respondent: David Preste

Business Name: Building One Facility Services, LLC

Business Address: 57 Ozickk Drive
Durham, CT 06422

A handwritten signature in dark ink, appearing to read "David Preste", is written over a horizontal line.

Signature and Title of Person

By: Jodi Moore My Commission Expires: _____

Notary Public Date: May 22nd 2025

JODI MOORE
NOTARY PUBLIC #192108
STATE OF CONNECTICUT
MY COMMISSION EXPIRES JUNE 30, 2029

