



City of Pataskala Finance Department
James M. Nicholson, Finance Director
Finance Director's Report to Council

Current Projects & Issues

- **May 2019** – We are still processing entries for the month of May and are planning to have the books closed and summary reporting completed by the end of the first week of June.
- **2018 Financial Reporting & Audit** – The audit of the city's financials is nearly finished, and the basic financial statements have been filed on the Auditor of State's Hinkle system. We hope to have the audit completed by early-June and the CAFR published on the city's website and submitted to the GFOA's awards program.
- **Facility Cleaning Services** – We received two responses to our Request for Proposals (RFP) for cleaning/janitorial services at City Hall, the Police station and the Old Town Hall. Our current service provider, All-American Cleaning, failed to submit a proposal for the 2019-2021 contract. The two responses we did get were received from Corvus Janitorial Systems and Goodwill Industries. Corvus had the low bid at \$3,975 per month, while Goodwill submitted a bid at \$4,182.73 per month. Corvus' bid is good for 2-years while the Goodwill amount includes a 2.83% increase in the 2nd year of the contract. I've prepared a financial analysis of the RFP results for your review and attached it to this report. Based upon the submitted pricing and the results of reference/AOS *Unresolved Findings for Recovery* database checking, we are recommending that the city select Corvus as the city's janitorial service. We anticipate bringing the necessary authorizing legislation to Council at the June 3rd meeting. The proposed contract would be for a term of 2-years beginning in mid-June.