



## Legislation Text

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File #: 21-0716, Version: 1

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### **CITY COUNCIL AGENDA ITEM**

#### **ACTION REQUESTED:**

Approve the award of Option Year Three to Contract 17-020, Custodial/Janitorial Services for City Sites, to Citywide Building Maintenance for an amount not to exceed \$489,116.00

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

The Department of Public Works (DPW) contracts custodial services to provide cleaning related services for 181,000 square feet of public areas at designated City facilities. The contractors supply all labor, materials, equipment and supplies (except paper products, trash liners, waste containers and cleaning equipment) to perform daily, weekly, monthly and bi-annual cleaning of each City facility. The contract also includes project work such as window washing, carpet extraction, and annual parking deck power washing.

The City Council awarded Contract 17-020 to Citywide Maintenance on June 20, 2017 for a two-year term from July 10, 2017 to July 9, 2019 with three, one-year options to extend. The first option-year was awarded on May 7, 2019 and the second option year was awarded on June 16, 2020.

#### **DISCUSSION:**

During the second option year, the City restored the five days/week cleaning schedule at the Electric Service Center. In addition, funding was made available for special projects and cleaning of the Municipal Center parking deck. Citywide also performed electrostatic cleaning of the Municipal Center, several fire stations, and areas of the police department due to contact with those who tested positive for the COVID-19 virus.

Based upon the vendor's performance, DPW is recommending to extend the contract for the third option year including additional funds to restore the cleaning services at the Water Utility to five days/week. Citywide Building Maintenance has agreed to maintain the rates and terms provide for under the contract.

The term of the third option year is July 10, 2021 to July 9, 2022, with no additional option years remaining on the agreement.

#### **FISCAL IMPACT:**

CIP #: N/A

Custodial services are expensed to the operational service accounts below. A total of \$600,000 has been budgeted for custodial services for city buildings in 2021. This contract extends into 2022 and additional funding will be budgeted for the remainder of the third option year.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31341100-531308	General Fund	\$446,400
31341300-531308	Electric Utility Fund	\$100,000
31341500-531308	Water Utilities Fund	\$80,000
31251200-531308	Commuter Parking Fund	\$260,210