



Legislation Text

File #: 23-0221, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Option Year One to Bid 21-093, Custodial Services - Central Business District, to Total Facility Maintenance for an amount not to exceed \$210,000

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 in public areas within the Central Business District (CBD) and parking decks. This includes public areas such as sidewalks, parking lots and decks, streets, and stairwells. The contractor furnishes all labor, equipment, and supplies (except paper products, trash liners, waste containers, and cleaning chemicals) to perform daily, weekly, and monthly cleaning.

In March 2021, the City Council awarded Bid 21-093, Custodial Services - Central Business District, to Total Facility Maintenance to perform year-round, nighttime custodial services including, but not limited to litter pick-up, emptying trash containers, and cleaning parking deck stairwells, stairs, restrooms, and elevator lobby areas for the downtown area. The term of this contract is for two years from April 1, 2021 to March 31, 2023, with three one-year options to extend.

DISCUSSION:

During the first option year, Total Facility Maintenance performed well and completed additional work including power washing, window washing, and extra support during special events.

Based on the vendor's performance, DPW recommends extending the contract for the first option year. The vendor agreed to maintain the rates and terms provided under the contract. The term of the first option year is April 1, 2023 to March 31, 2024, with two one-year options to extend.

FISCAL IMPACT:

CIP #: N/A

Custodial services for the CBD are expensed to the operational service account listed below. A total of \$210,000 has been budgeted for custodial service for the CBD in 2023. The requested award of \$210,000 is within the budgeted amount for this expense.

| Account Number | Fund Description | Total Budget Amount |
|-----------------|----------------------|---------------------|
| 31254300-531308 | Downtown Maintenance | \$660,890 |