



## Legislation Details (With Text)

**File #:** 22-0609      **Version:** 1

**Type:** Change Order & Work Order      **Status:** Passed

**File created:** 5/6/2022      **In control:** City Council

**On agenda:** 6/21/2022      **Final action:** 6/21/2022

**Title:** Approve the award of Change Order #2 to Option Year One of Contract 17-020, Custodial/Janitorial Services for City Sites, to Citywide Building Maintenance for an amount not to exceed \$81,981 and a total award of \$586,597

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/21/2022	1	City Council	approved	

### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of Change Order #2 to Option Year One of Contract 17-020, Custodial/Janitorial Services for City Sites, to Citywide Building Maintenance for an amount not to exceed \$81,981 and a total award of \$586,597

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

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

N/A

#### **BACKGROUND:**

The Department of Public Works - Public Building Operations Division (DPW) contracts custodial services to provide cleaning-related services for 181,000 square feet of public areas at designated City facilities.

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 final option year was awarded by City Council on June 15, 2021. The contractor supplies 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.

#### **DISCUSSION:**

Due to the concern of the spread of COVID-19, DPW has had to increase the frequency of cleaning in City facilities. Citywide has provided a second day porter to sanitize high-touch areas such as door handles, elevators and common work surfaces. The day porter divides his/her time between all buildings except for the Municipal Center and the Police Department as both locations currently have custodial support in place. In addition, Citywide has 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 virus.

This change order is needed for the extra services incurred throughout the current term, which ends on July 9, 2022. On July 10, 2022, a new service contract will go into effect, which was awarded at the June 7<sup>th</sup> City Council meeting.

**FISCAL IMPACT:**

CIP #: N/A

Custodial services are expensed to the Operational Service accounts below. A total of \$620,000 has been budgeted for custodial services for City buildings in 2022. The requested change order of \$81,981 is within the budgeted amount for this expense.

Account Number	Fund Description	Total Budget Amount
31341100-531308	General Fund	\$466,400
31341300-531308	Electric Utility Fund	\$100,000
31341500-531308	Water Utilities Fund	\$80,000
31251200-531308	Commuter Parking Fund	\$275,680