

Legislation Text

File #: 4242, **Version:** 1

CC MEETING: March 19, 2019

DATE: March 13, 2019

TO: Erin Rinehart, City Manager

FROM: Dwayne Bianco, Director of Fleet and Facilities

Consider **Authorizing An Increase In The Contract Amount For Janitorial Services To CTJ Maintenance, Inc.,** In The Amount Of \$80,290.00 For A Revised Annual Contract Not To Exceed Amount Of \$447,430.00.

BACKGROUND:

Council approved an initial two-year contract for janitorial services with CTJ Maintenance, Inc. in April 2013. The contract allowed for two two-year renewal periods following the initial term and we are currently in our final year of the second renewal.

Janitorial services are provided for the following facilities: City Hall, Hebron & Josey Library, Josey Ranch Lake Library, the Police Station and Justice Center, Central and South Service Centers, the Animal Services Building, Crosby and Rosemeade Recreation Centers, and other outlying facilities.

During the second renewal, the downtown kiosk/restroom, two floors of the Gravley Center and the new Police building came online without a financial adjustment to the contract. In addition, there were major flooring changes at Crosby Recreation Center as well as Rosemead Recreation Center that required additional equipment and maintenance. Now that we have the downtown kiosk/restroom it requires day porter services during large events such as Festival at the Switchyard and Tex-fest. The new hard surfaces at the Police Administration Building have required more janitorial care than before. The additional square footage and changes in various hard surfaces have driven up costs to clean the buildings.

FINANCIAL IMPLICATIONS:

\$80,290.00 of additional funds are required to finish out the existing contract and will come from Account 61190 for Other Professional Services.

IMPACT ON COMMUNITY SUSTAINABILITY:

Providing facilities that are clean and well cared for supports the Council's vision of being the community that families and businesses want to call home.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends increasing the annual custodial service contract of \$367,140.00 with CTJ Maintenance, Inc., by \$80,290.00, for a new annual amount not to exceed \$447,430.00. This amount will allow us to complete the last year of the contract.