

Mayor and Council Communication

DATE: 10/15/19

M&C FILE NUMBER: M&C 19-0231

LOG NAME: 13P15-0312 JANITORIAL SERVICES BSR

SUBJECT

Authorize Amendment to Existing Purchase Agreement with American Facility Services, Inc., for Janitorial Services to Increase the Total Annual Amount to \$1,656,250.00 for All City Departments (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize an amendment to the existing Purchase Agreement with American Facility Services, Inc., for janitorial services to increase the total annual amount to \$1,656,250.00 for City Departments.

DISCUSSION:

On October 20, 2015, the City Council approved M&C P-11802, authorizing Agreement with American Facility Services, Inc., (American Facility Services) for an annual amount up to \$1,325,000.00 for a one year term with (four) renewals. This contract is used by various City Departments for janitorial services in City-owned and City-operated facilities and some janitorial supplies. Staff is requesting authorization to amend the Purchase Agreement to increase the annual amount by an additional \$331,250.00, for a total amount not to exceed \$ 1,656,250.00. The request is being made because of new locations that have come on-line since 2015 such as the Sixth Patrol Division, and various Water and other Police Locations. In addition, Staff recommends adding the Library Department to this Purchase Agreement since Library's janitorial contract with American Facility Services has expired. Library's janitorial agreement with American Facility Services was approved by City Council in May 20, 2014 for \$350,000 (P-11653).

American Facility Services has not increased their rate since 2015.

M/WBE OFFICE - American Facility Services, Inc., is in compliance with the City's BDE Ordinance by committing to 15 percent M/WBE participation on this project. The City's goal on this project is 5 percent.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation funds are available in the current operating budget, as appropriated, and the adoption of the Fiscal Year 2020 Budget by the City Council, funds will be available in the Fiscal Year 2020 Operating Budget, as appropriated, of the participating City departments and that, prior to an expenditure being made, the department has the responsibility to validate the availability of funds.

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