



City Council Report

Date: January 7, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Dollar Limit Increase to the Term Contract for Custodial Services for the Parks, Recreation and Community Facilities Department **(Citywide)**

Recommendation

Council is requested to approve the contract amendment as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend increasing the dollar limit with Varsity Contractors dba Varsity Facility Services by \$36,295.30, from \$2,317,491.56 to \$2,353,786.86, for Year 4 of the term contract.

Background

This contract provides custodial services for City buildings. The contractor is responsible to provide personnel, insurance, transportation, supplies and tools of the trade to perform custodial cleaning tasks at City facilities on the scheduled days and frequencies as specified. These buildings house approximately 3,140 employees and 94,000 visitors per week. The City requires the contractor provide a high-level of customer service in a timely and professional manner using industry standards for custodial services.

The increase is needed for the addition of custodial services for Fire Prevention Building 1, effective 12/1/2018, at the Mesa Fire and Medical Regional Dispatch Center and Emergency Operations Center located 708 W. Baseline Road.

Purchase Information

Action: Amendment (Year 4)
Procurement Type: Request for Bids
Contract Number: 2014079
Initial Contract Term: Three years
Funding Source: Parks, Recreation and Community Facilities Department - Facilities Maintenance operating budget
Original Council Award Date: 2/23/2015
Dollar Limit History

Renewal Award (Year 4):	\$2,307,215.48
Admin approved increase 9/12/2018 (Addition of HHW facility):	\$10,276.08
Increase request 1/7/2019 (Amendment 13):	\$36,295.30
New Contract Amount (Year 4 – 3/1/2018 to 2/28/2019):	<u>\$2,353,786.86</u>