



# City Council Report

**Date:** August 19, 2024  
**To:** City Council  
**Through:** Michael Kennington, Deputy City Manager/Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
 Kristy Garcia, Procurement Administrator  
**Subject:** Dollar Limit Increase to the Term Contract for Custodial Services - Zone 6 for the Facilities Management Department **(Citywide)**

## Recommendation

Council is requested to approve the contract amendment as recommended.

The Facilities Management Department and Procurement Services recommend increasing the dollar limit with Kellermeyer Bergensons Services, LLC (KBS) by \$77,968.89 from \$1,419,371.72 to \$1,497,340.61 through February 28, 2025.

## Background / Discussion

This service contract is essential in providing custodial services to City facilities. In January 2020, the City moved from a single citywide contract for custodial services to three (3) separate contracts for Zones 5, 6, and 7.

This increase is needed to add custodial services to Alston House and to the 2<sup>nd</sup> floor and basement of the Studios.

## Purchase Information

Action: Amendment  
 Procurement Type: Request for Proposals  
 Contract Number: 2020089  
 Initial Contract Term: Three (3) years  
 Possible Renewals: None  
 Funding Source: Facilities Management Department operating budget

### Dollar Limit History- Zone 6

Renewal Amount (Years 4 & 5) - 2/27/2023:	\$1,346,700.00
Administrative Increase (Year 5) - 2/28/2024:	<u>\$38,956.28</u>
New Contract Amount:	\$1,385,656.28
Administrative Increase (Year 5): 4/4/2024:	<u>\$33,715.44</u>
New Contract Amount:	\$1,419,371.72
This Increase Request:	<u>\$77,968.89</u>
New Contract Amount (Year 5):	\$1,497,340.61