



Legislation Text

File #: 22-121, **Version:** 1

Extend August Building Maintenance (ABM) Janitorial Services Contract

DESCRIPTION: Change Order to extend short-term contract for Janitorial Services	AGENDA NO: Click or tap here to enter text.
---	---

ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other

RECOMMENDATION:

Authorize the CEO to approve a Change Order to extend Janitorial Service Contract for two (2) additional months in the amount not to exceed \$180,000.00.

ISSUE/BACKGROUND:

August Building Maintenance (ABM) was publicly procured to provide temporary janitorial services vendor for three (3) months because the previous vendor performing these services issued a Notice of Termination of Services in November of 2021. The ABM Contract ends September 1, 2022, and a solution is needed beyond this date.

DISCUSSION:

Staff is proposing a two-step solution to hiring a janitorial service contractor: **Step 1** - Extending ABM's contract for two (2) additional months. The two (2) month extension is needed to complete the procurement cycle needed to contract with a long-term vendor. The procurement cycle from Bid Solicitation to Notice to Proceed typically takes 120 days. **Step 2** - Publicly procuring a vendor through Solicitation/Submission/Selection/Contract-Formation/Project Delivery for a three to five-year duration. The timeline of procurement from advertising to board approval typically takes four months. Invitation for Bid (IFB) No 2022-014 advertised Wednesday, July 13, 2022, with bids due Tuesday, August 16, 2022. The responses will need to be evaluated and contracts will need to be returned to the Board of Commissioners for approval.

FINANCIAL IMPACT:

This contract will be charged to the account established for Custodial Services for the buildings (Canal, Carrollton, and East New Orleans) and the rotating fleet for Covid-19 cleaning. Custodial services are part of the approved 2022 budget and the account code is as followed, 1284302.7621.124.

NEXT STEPS:

Upon RTA Board approval, staff will work with the CEO to execute a change order to ABM.

ATTACHMENTS:

1. Resolution
2. Change Order

Prepared By: John DiLosa, jdilosa@rtaforward.org
Title: Director of Maintenance Facilities

Reviewed By: Lona Edwards Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Infrastructure, Planning and Information Technology

Reviewed By: Gizelle Johnson Banks
Title: Chief Financial Officer



Alex Wiggins
Chief Executive Officer

8/10/2022

Date