



Legislation Text

File #: 23-042, **Version:** 1

August Building Maintenance (ABM) Janitorial Services Contract Extension

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| DESCRIPTION: Change Order to extend short term contract for janitorial services. | AGENDA NO: Click or tap here to enter text. |
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| ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other |
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RECOMMENDATION:

Authorize the Chief Executive Officer to execute a Change Order that will extend the janitorial service contract for an extra seven (7) months for a not to exceed amount of \$350,000.00.

ISSUE/BACKGROUND:

August Building Maintenance (ABM) was publicly procured as an emergency procurement because the previous vendor performing these services issued a Notice of Termination of Services in November of 2021. The ABM Contract began May 10, 2022 and expired March 2023. The temporary contract will be from April 2023 to October 2023.

RTA staff developed a solicitation for a permanent janitorial service vendor, Information for Bid (IFB) 2022-014, and at the November 2022 Board meeting recommended August Building Maintenance (ABM) (Board Item #22-162). A protest of award was issued regarding the intent to award IFB 2022-014 to a responsive/responsible bidder. All bids were challenged and thrown out in December 2022. As a result of the protest, the current janitorial services have been month to month.

DISCUSSION:

This ABM (Vendor No. 657150) change order is to extend the temporary janitorial services contractor/vendor by seven (7) months to make sure there isn't any gap in janitorial services. The approval of this change order will bring services current, until a permanent vendor is procured. Staff is proposing a two-step solution to hiring a janitorial service contractor.

Step 1

Extending ABM's contract for seven (7) additional months. The seven (7) 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.

FINANCIAL IMPACT:

The cost of this contract will be not to exceed \$350,000.00 for the amended services and will be charged to the accounts established for Custodial Services for the buildings at each location. Changes in the scope of work did impact on the cost of the monthly services. Custodial services are part of the approved 2023 budget and the account code is as follows, 1284302.7621.124.

NEXT STEPS:

Upon RTA Board approval, the Chief Executive Officer will execute the change order to ABM.

ATTACHMENTS:

1. Resolution
2. ABM Quote

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Chief Executive Officer

5/3/2023

Date