



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of June 9, 2015  
Action Item for the City Council Meeting of June 16, 2015

**DATE:** June 9, 2015  
**TO:** Ronald L. Olson, City Manager  
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### Service Agreements for Custodial Services

#### **CAPTION:**

Motion approving service agreements for custodial services for Aviation and City Hall with the following companies for the following amounts in accordance with Bid Event No. 29, based on lowest responsible bid for an estimated annual expenditure of \$251,039.04, of which \$83,679.68 is required for the remainder of FY 2014-2015. The term of the contract will be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the Contractor and the City Manager or designee. Funds have been budgeted by Aviation and Facilities & Property Management Departments in FY 2014-2015.

ABM Janitorial Services  
Corpus Christi, TX  
Aviation  
\$141,119.04

ISS Facility Services, Inc.  
Corpus Christi, TX  
City Hall  
\$109,920.00

**Grand Total \$251,039.04**

#### **PURPOSE:**

Approval to establish service agreements for custodial services for Aviation and City Hall.

#### **BACKGROUND AND FINDINGS:**

Nightly custodial services will be performed at specified times for Aviation seven (7) days a week and after normal business hours Monday through Friday for City Hall.

#### **ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

Not applicable.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-emergency.

**DEPARTMENTAL CLEARANCES:**

Aviation and Facilities & Property Management

**FINANCIAL IMPACT:**

Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2014-2015</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$315,526.24	\$167,359.36	\$482,885.60
Encumbered / Expended Amount		\$76,311.09	0	\$76,311.09
This item		\$83,679.68	\$167,359.36	\$251,039.04
BALANCE		\$155,535.47	0	\$155,535.47

Fund(s): Airport and Facilities & Property Management Funds

**Comments:**

The \$83,679.68 financial impact shown above represents four months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$167,359.36 will be requested during the normal FY 2015-2016 budget approval process.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Service Agreement