



AGENDA MEMORANDUM

Action Item for the City Council Meeting July 19, 2022

DATE: July 19, 2022
TO: Peter Zaroni, City Manager
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Custodial Services for Outlying Police Buildings

CAPTION:

Motion authorizing a one-year service agreement with two additional one-year options with AV Cleaning, Inc., of Corpus Christi, Texas, for custodial services for outlying City of Corpus Christi Police Department buildings in an amount not to exceed \$107,997.24 and a potential amount not to exceed \$323,991.72 if both options are exercised, with FY 2022 funding of \$27,000.00 from the General Fund.

SUMMARY:

This motion authorizes a one-year service agreement with two additional one-year option periods for custodial services for outlying City of Corpus Christi Police Buildings. The services are necessary to provide the outlying buildings with custodial services.

BACKGROUND AND FINDINGS:

Custodial services will be performed at ten outlying Corpus Christi Police Department (CCPD) buildings throughout the city. The outlying CCPD buildings do not include CCPD Headquarters. This service agreement will provide one custodian per location to work each week (Monday through Sunday) to perform the services required. Services will include sweeping, cleaning, and mopping floors and restrooms; picking up trash, vacuuming carpets; and dusting.

PROCUREMENT DETAIL:

Finance-Procurement conducted a competitive Request for Bid process to obtain bids for a one-year service agreement with two additional one-year options. The City received four responsive, responsible bids, and is recommending the award to AV Cleaning Inc. of Corpus Christi, Texas. The incumbent, Unified Service Associates of San Antonio, Texas, most recent contract was for two years and expired on May 30, 2022. Currently, CCPD is using Unified Service Associates on a month-to-month basis until the proposed

agreement is approved. The price difference from the previous contract overall reflects a 1.28% or \$4,196 in costs savings with the new contractor.

ALTERNATIVES:

The alternative is not to approve the proposed agreement which will result in no custodian services being rendered to the ten outlying CCPD buildings.

FISCAL IMPACT:

The fiscal impact for the General Fund in FY 2022 is \$27,000 for this service and \$107,997.24 in future budgets.

FUNDING DETAIL:

Fund:	1020
Organization/Activity:	11870
Mission Element:	151
Project # (CIP Only):	N/A
Account:	530000

RECOMMENDATION:

Staff recommends approval of this motion authorizing a one-year service agreement with two additional one-year option periods with AV Cleaning Inc., of Corpus Christi, Texas, for CCPD, as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement