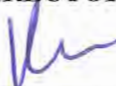


CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 10/26/15

AGENDA ITEM: Janitorial Services Contract Extension	
PREPARED BY: Adam Benton, Fleet & Facilities Manager	DIRECTOR APPROVAL: 
DEPARTMENT: Public Works, Fleet & Facilities	
ATTACHMENTS: Amendment No. 6 to Janitorial Services Contract, 2015 ABS Bid Letter, Cost Comparison	
BUDGET CODE: Various	AMOUNT: \$140,876.52

SUMMARY:

In 2009, the contract for janitorial services was bid and awarded to Advantage Building Services and the City has exercised the option to renew each annual term since then. The contract can be renewed for up to eight additional years upon agreement of the State Office of Procurement, City of Marysville and Advantage Building Services.

The vendor and City staff negotiated a new contract price to account for the vendor's increased operating costs and increases to services as requested by the City. The proposed price increase is \$71,943.14 for the next annual term, resulting in a new contract amount of \$140,876.52. The price increase is due to the following;

- 1) Additional service locations including the Ebey Waterfront Park Restrooms, Jennings Nature Park Restrooms, the North Annex and the Rotary Ranch.
- 2) An increase in services to improve building hygiene, maintain the current condition of City facilities and extend the lifespan of interior improvements including carpets, hard surfaces, fixtures, etc.
- 3) An increase in janitorial service wages due to an increase in prevailing wage and the influence of the City of Seattle's increase to minimum wage.

We propose extending the contract for an additional 12 months subject to all other existing terms, conditions, and specifications. The extension would begin on December 14th, 2015, after the termination of the temporary janitorial services contract which expires on December 11th, 2015. The extension would expire on December 31st, 2016.

RECOMMENDED ACTION:

Staff recommends that Council authorize the Mayor to sign and execute Amendment No. 6 to the janitorial services contract between the City of Marysville and Advantage Building services which increases the contract by \$71,943.14 for a total amended contract price of \$140,876.52 and extends the Contract for a sixth annual term.

AMENDMENT NO. 6 TO JANITORIAL SERVICES CONTRACT
BETWEEN
THE CITY OF MARYSVILLE
AND
ADVANTAGE BUILDING SERVICES
Effective December 14th, 2015

The City and Advantage Building Services agree to amend and modify the Contract as follows to include an increase in janitorial services, an increase in janitorial service fees, and to extend the Contract for a sixth annual term.

1. Site Address #16, "Ebey Waterfront Restrooms", located at the Ebey Waterfront Park, will be added to the cleaning schedule of the Contract.
2. Site Address #17, "Jennings Nature Park Restrooms", located at Jennings Nature Park, will be added to the cleaning schedule of the Contract.
3. Site Address #18, "North Annex", located at 15524 Smokey Park Blvd, will be added to the cleaning schedule of the Contract.
4. Site Address #19, "Rotary Ranch", located at Jennings Park, will be added to the cleaning schedule of the Contract.
5. Advantage Building Services will be paid an additional \$71,943.14 for the sixth annual term extension of the Contract for a total Contract amount of \$140,876.52.
3. The Contract will be extended for a sixth annual term beginning December 14th, 2015 and will end December 31st, 2016.
4. All terms, conditions and provisions of the Contract and Amendments 1, 2, 3, 4 and 5 shall remain in full force and effect except as expressly modified by this Amendment.

IN WITNESS WHEREOF, the parties have executed this contract Amendment No. 6 by their duly authorized representatives to be effective the day and the year first above written.

DATED: _____

CITY OF MARYSVILLE

By _____

JON NEHRING, Mayor

CONTRACTOR
ADVANTAGE BUILDING SERVICES

By _____

Its _____

Address: _____

Telephone: _____

ATTEST:

By _____

APRIL O'BRIEN, City Clerk

Approved as to form:

By _____

JON WALKER, City Attorney

Advantage Building Services

632 107th Place SE

Everett, WA 98208

Office 425-355-9287

Fax 425-740-9155

Cell 425-346-1660

E-mail dan@abservices.us

October 14, 2015

Mr. Adam Benton
Fleet and Facilities Manager
City of Marysville
80 Columbia Avenue
Marysville, WA 98270

Dear Mr. Benton:

We appreciate the opportunity to provide you with the following proposed pricing for the 2015-2016 period of the janitorial contract.

The pricing below is based on the specifications you provided. It does not include periodic work such as floor waxing, window washing, and carpet shampoo. It also assumes that the Police Department cleaning is performed during the day (which is more expensive as day time staff are paid a premium rate).

Our minimum charge for special services (floor waxing, carpet cleaning, window washing) is \$75.00. This would also be the charge for spot cleaning. Pricing for additional services is detailed below.

Building Name	Monthly Janitorial Cost	Waxing and machine scrub (of ceramic) per occurrence	Window Washing per occurrence	Carpet Cleaning per occurrence
City Hall	\$ 1,217.81	\$280.00	\$620.00	\$750.00
Courts	\$ 1,217.81	\$210.00	\$520.00	\$750.00
Public Safety	\$ 1,266.53	\$280.00	\$345.00	\$600.00
Public Works Administration	\$ 811.88	\$140.00	\$435.00	\$480.00
Public Works Maintenance	\$ 1,014.84	\$600.00	\$75.00	\$75.00
Solid Waste	\$ 304.45	\$75.00	\$75.00	\$75.00
Inspectors	\$ 304.45	\$75.00	\$75.00	\$75.00
Waste Water Maintenance	\$ 405.94	\$75.00	\$75.00	\$75.00
Waste Water Lab	\$ 405.94	\$140.00	\$75.00	\$75.00
Ken Baxter Senior Center	\$ 811.88	\$280.00	\$75.00	\$75.00
Comeford Park	\$ 568.31	\$75.00	N/A	N/A
Ebey Waterfront Park	\$ 568.31	\$75.00	N/A	N/A
Jennings Park Administration Office	\$ 405.94	\$75.00	\$75.00	\$150.00
Jennings Park Maintenance Building	\$ 405.94	\$75.00	Included with Admin	\$75.00
Jennings Park Ranch	\$ 568.31	\$75.00	Included with Admin	N/A
Jennings Park Barn	\$ 568.31	\$280.00	Included with Admin	N/A
Jennings Nature Park Restrooms	\$ 568.31	\$75.00	N/A	N/A
Water Filtration	\$ 81.19	\$140.00	\$75.00	\$75.00
Police Department Annex	\$ 243.56	\$75.00	\$75.00	\$75.00

Please call us at 425-355-9287 if you have any questions or concerns.

We appreciate your business.

Sincerely,

Bogdan Pankevich
Partner

Janitorial Work Contracts

Original Contract				
Site Address	Building Name	2014 Annual Cost	Temp. Contract Cost (Annualizd)	Proposed 2015-2016 Cost
1	Public Works Admin	\$ 780.73	\$ 1,132.91	\$ 811.88
2	Public Works Maintenance	\$ 452.63	\$ 962.97	\$ 1,014.84
3	WWTP Maintenance	\$ 246.28	\$ 305.89	\$ 405.94
4	WWTP Lab Building	\$ 235.91	\$ 373.86	\$ 405.94
5	Ken Baxter Community Center	\$ 398.51	\$ 566.46	\$ 811.88
6	Comeford Park Restrooms	\$ 276.52	\$ 1,413.57	\$ 568.31
7	Courts	\$ 1,135.16	\$ 1,699.37	\$ 1,217.81
8	City Hall	\$ 643.76	\$ 1,978.51	\$ 1,217.81
9	Public Safety Building	\$ 723.58	\$ 1,790.00	\$ 1,266.53
10	Jennings Park Administration	\$ 188.77	\$ 169.94	\$ 405.94
11	Jennings Park Maintenance	\$ 121.57	\$ 330.43	\$ 405.94
12	Jennings Park Barn	\$ 275.61	\$ 1,087.36	\$ 568.31
13	Solid Waste Building	\$ 81.04	\$ 348.27	\$ 304.45
14	CD Building Inspectors	\$ 140.04	\$ 283.23	\$ 304.45
15	Stilliguamish Filtration Plant	\$ 45.06	\$ 56.65	\$ 81.91
	<i>Monthly Subtotal</i>	\$ 5,745.17	\$ 9,998.49	\$ 8,898.88
Contract Additions				
Site Address	Building Name	2014 Annual Cost	Temporary Contract Cost (Annualizd)	Proposed 2015-2016 Cost
16	Ebey Waterfront Restrooms	\$ -	\$ 1,413.57	\$ 568.31
17	Jenning Nature Park Restrooms	\$ -	\$ 761.15	\$ 568.31
18	North Annex	\$ -	\$ -	\$ 243.56
19	Rotary Ranch	\$ -	\$ 543.68	\$ 568.31
	<i>Monthly Subtotal</i>	\$ -	\$ 2,718.40	\$ 1,948.49
Monthly Total		\$ 5,745.17	\$ 15,217.82	\$ 11,740.43
Annual Total		\$ 68,942.02	\$ 182,613.84	\$ 140,885.16