



## Staff Report

Approved by County Administrator 2/11/19

**File #:** 19-102D, **Version:** 1

**Agenda Date:** 3/31/2019

### **Subject:**

Change Order No. 2 with American Facility Services, Inc. for requirements of janitorial services at Various County buildings.

### **Recommended Action:**

Approval by the County Administrator of Change Order No. 2 with American Facility Services, Inc. (AFS) for requirements of janitorial services at various County buildings.

- Change Order No. 2 adds day porter service on Sundays for the Sheriff's North District Station.
- The term contract for janitorial services for County facilities with AFS is through June 30, 2023.
- The contract is administered by the Real Estate Management Department and total contract amount is \$14,536,340.00.
- The Board of County Commissioners (Board) awarded this contract on March 20, 2018.
- On September 14, 2018 the Board approved Change Order No. 1 for the addition of four (4) locations.
- Funds exist in the current contract to absorb this additional service.

### **Strategic Plan:**

Create a Quality Workforce in a Positive, Supportive Organization

1.3 Make workforce safety and wellness a priority

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

### **Summary:**

Change Order No. 2 provides for a day porter every Sunday at the Sheriff's North District Station. The new monthly pricing for this location is change from \$1,710.00 to \$1,779.00 per month.

### **Background/Explanation:**

Change Order No. 2 addresses an identified gap in weekend janitorial services coverage at the Sheriff's North Station. This facility is in use twenty-four (24) hours a day, seven (7) days a week.

On March 20, 2018, the Board approved the award of bid to American Facility Services, Inc. for requirements of janitorial services at various County Buildings.

On September 14, 2018 the Board approved Change Order No. 1, providing for janitorial services at

four (4) new locations and an increase to services at five (5) current locations, including the Sheriff's North Station. New facilities included the Lealman Community Campus (Lealman), St. Pete-Clearwater International Airport (PIE), Sheriff's Office North Station, and the newly constructed joint-use Jail facility that houses the Sheriff's Office Purchasing Warehouse and Real Estate Management (REM) Facility Operations.

**Fiscal Impact:**

Change Order No. 2 has no impact pertaining to the award amount of the contract as ample funds exist on the contract to provide for the additional services requested.

Approved to date expenditure not to exceed: \$14,536,340.00

Funding is derived from operating budgets of requesting departments.

**Delegated Authority:**

Authority for the County Administrator to approve this change order is granted under Code Section 2-62

**Staff Member Responsible:**

Andrew W. Pupke, Director, Real Estate Management  
Joe Lauro, Director, Purchasing

**Partners:**

N/A

**Attachments:**

Quote

**American**

**SERVICES**

January 17 2019

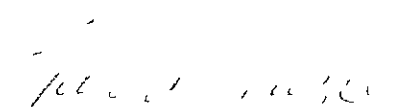
**JANITORIAL SERVICES PRICING CHANGE QUOTE FOR**

**Pinellas County**

Monthly pricing to provide Level A cleaning (5 days per week) and a day porter for 1 hour on Sundays

LOCATION	SF	Yearly Cost/SF	Monthly	Yearly	5 year
Sheriff's North Station	19,000	\$1 12	\$1,779 00	\$21,348 00	\$106,740 00

- All cleaning will be done per contract #167-0450-B (JJ) specifications
- American Facility Services will supply all cleaning equipment and chemicals

  
Harold Angel, Vice President

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