



Staff Report

Approved by Purchasing Director 7/18/19

File #: 19-612D, **Version:** 1

Agenda Date: 9/30/2019

Subject:

Change Order No. 4 with American Facility Services, Inc. for Requirements of Janitorial services.

Recommended Action:

Approval by the Purchasing Director of Change Order No. 4 with American Facility Services, Inc. (AFS) for requirements of janitorial services at various County buildings.

- Change Order No. 4 includes changes to locations and increased service level cleaning.
- Change Order No. 1-3 were for new locations and increased service level cleaning.
- There is no fiscal impact associated with this change order.

Contract No. 167-0450-B(PLU) In the amount of \$15,041,340.00 with an annual amount of \$3,008,268.00 through June 30, 2023. There is no fiscal impact associated with this change order.

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. 4 requests the following changes:

- 1) Add new location Mid County Tax Collector, 13025 Starkey Rd, Largo, FL 33773, Level A cleaning and day porter service at \$1,387.00 per month starting 8/1/19.
- 2) Discontinue service at Records Management, 5300 Ulmerton Rd, Clearwater, FL 33760
- 3) Add new location State's Attorney's Office Warehouse, 7286 114th Ave N, Pinellas Park, FL and the restroom at 7216 114th Ave for \$210.00 monthly starting 6/1/19
- 4) Add day porter service to 315 Courthouse, 1st Floor Main Lobby for \$1,600.00 monthly starting 8/1/19.

Background/Explanation:

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

On September 14, 2018 the Board approved Change Order No. 1 adding four (4) new locations.

On February 11, 2019 the County Administrator approved Change Order No. 2 updating service levels cleaning.

On May 31, 2019 the County Administrator approved Change Order No. 3 changes to locations and increase in service levels cleaning.

Fiscal Impact:

There is no fiscal impact associated with this change order.

Approved five (5) year contract total not to exceed: \$15,041,340.00.

Estimated annual expenditure not to exceed: \$3,008,268.00

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(a)(2) which has been delegated to the Purchasing Director per the memo dated June 24, 2019.

Staff Member Responsible:

Andrew W. Pupke, Director, Real Estate Management

Joe Lauro, Director, Purchasing

Partners:

N/A

Attachments:

Quotes (3)



July 1, 2019

JANITORIAL SERVICES PRICING CHANGE QUOTE FOR

Pinellas County

Monthly pricing to provide Level A cleaning and a day porter for 20 hours/week to the Mid County Tax Collector, 13025 Starkey Rd., Largo, FL 33773:

25,015 SF @ \$0.095/SF = \$2,376.00 per month

Day Porter service: 20 hours/week @ \$16.00/hour = \$1,387.00 per month

Total Monthly Charge: \$3,763.00

Part-time day porter will adhere to the following schedule:

M through F: 10:00am – 2:00pm

- 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

1325 Union Hill Industrial Ct., Suite A
Alpharetta, GA 30004
770-740-1613



May 31, 2019

To: Kimberly M. Circello

Sent via email to Holly Conner, hconner@co.pinellas.fl.us

JANITORIAL SERVICES PRICING QUOTE FOR

Pinellas County

Monthly pricing to provide Level B cleaning to the State's Attorney's Office Warehouse at 7286 114th Ave N, Pinellas Park, and the restroom at 7216 114th Ave. starting 6/10/2019:

2,400 SF @ \$0.07/SF = \$168.00 per month

600 SF @ \$0.07/SF = \$42.00 per month

TOTAL Monthly Charge - \$210.00

- 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

1325 Union Hill Industrial Ct., Suite A
Alpharetta, GA 30004
770-740-1613



QUOTE

DATE: May 28, 2019

TO: NAME: Lawrence Makunas

JOB LOCATION: 315 Court Street, 1st Floor Lobby

BILLED TO: Pinellas County

CONTACT INFORMATION: Office Number: 727-333-7235 / Fax: 727-333-7198

| JOB DESCRIPTION AND FREQUENCY | PAYMENT TERMS | TOTAL |
|---|-----------------------|----------------------|
| • 315 COURT HOUSE, 1 ST FLOOR MAIN LOBBY | 5/HR DAY = 25/HR WEEK | |
| DAILY CLEANING | 100 @ \$16.00/HR | \$1,600.00 / MONTHLY |
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| | | |
| NOTES: | | |
| ALL CLEANING WILL BE DONE PER CONTRACT #167-0450-B(JJ) SPECIFICATIONS | | |
| AMERICAN FACILITY SERVICES WILL SUPPLY ALL CLEANING EQUIPMENT AND CHEMICALS | | |

| | |
|--------------|-------------------|
| SUBTOTAL | \$1,600.00 |
| SALES TAX | |
| TOTAL | \$1,600.00 |

Will increase Cleaning services at 315 Court Street location from \$1,079.50 to \$2,679.50.

To accept this quotation, sign here and return: _____

1 7850 ULMERTON RD, SUITE 6, LARGO, FL 33771