



## Staff Report

Approved by Director of Administrative Services 8/29/19

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**File #:** 19-802D, **Version:** 1

**Agenda Date:** 12/25/2030

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**Subject:**

Change Order No. 5 with American Facility Services, Inc. for requirements of Janitorial services.

**Recommended Action:**

Approval by the Director of Administrative Services of Change Order No. 5 with American Facility Services, Inc. (AFS) for requirements of janitorial services.

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. 5 will allow additional cleaning of all walls and machine scrubbing the floors on a monthly basis of rooms 139, 141, 200, 300, 400, 403, and 600 at Animal Services.

**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 and the County Administrator approved Change Order No. 3 changes to locations and increase in service levels cleaning.

On July 18, 2019 the Purchasing Director approved Change Order No. 4 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 Administrative Services Director per the memo dated June 24, 2019.

**Staff Member Responsible:**

Andrew W. Pupke, Director, Real Estate Management  
Joe Lauro, Director of Administrative Services

**Partners:**

N/A

**Attachments:**

Quote



# QUOTE

DATE: 7/29/2019

TO: NAME: Greg Concannon

JOB LOCATION: Animal Services

BILLED TO: Pinellas County

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

JOB DESCRIPTION AND FREQUENCY	PAYMENT TERMS	DUE DATE
Cleaning at Animal Service location	25hours at \$16.00 per hour	
Cleaning all the walls and machine scrubbing the	\$400.00	
floors monthly in rooms 400,300,200,141,139,		
600 and 403.		

SUBTOTAL	\$400.00
SALES TAX	-
TOTAL	\$400.00

To accept this quotation, sign here and return: \_\_\_\_\_

