



Staff Report

Approved by Purchasing Director 12/23/2019

File #: 19-1217D, **Version:** 1

Agenda Date: 3/31/2020

Subject:

Change Order No. 7 with American Facility Services, Inc. for requirements of janitorial services at various County buildings.

Recommended Action:

Approval by the Division Director of Purchasing and Risk Management of Change Order No. 7 with American Facility Services, Inc. (AFS) for requirements of janitorial services at various County buildings.

- Change Order No. 7 adds the Fleet Substation restroom as a new location to the contract.
- The contract is administered by the Facilities and Real Property Division of the Administrative Services Department and the total contract amount currently is \$15,041,340.00.
- There is no fiscal impact associated with this change order.

Contract No. 167-0450-B(RO) in the total 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. 7 will add the new location of the Fleet Substation restroom at 14204 46th Street North in Clearwater in the amount of \$832.00 per month for Level E cleaning services starting November 1, 2019. The new location will add \$9,984.00 a year to the contract; however, the contract amount will not need to be increased to accommodate this addition.

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 for changes to locations and increase in service levels cleaning.

On July 18, 2019 the Purchasing Director approved Change Order No. 4 for changes to locations and increase in service levels cleaning.

On August 29, 2019 the Director of Administrative Services approved Change Order No. 5 adding special cleaning of walls and floors at Animal Services.

On October 31, 2019 the Division Director of Purchasing and Risk Management approved Change Order No. 6 to add a location and increase service level.

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 Division Director of Purchasing and Risk Management to approve this change order is granted under Code Section 2-188(a).

Staff Member Responsible:

Andrew W. Pupke, Division Director, Facilities and Real Property

Merry Celeste, Division Director, Purchasing and Risk Management

Partners:

N/A

Attachments:

Quote



December 4, 2019

JANITORIAL SERVICES PRICING QUOTE FOR

Pinellas County

Monthly pricing to provide Level E cleaning (3 times per week) to the 250 SF Sub Fleet restroom, Group A, 14204 46th Street, N, Clearwater, FL

12 hours per week @ \$16.00 per hour: **\$832.00 per month**

- 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