



# Pinellas County

## Staff Report

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File #: 19-348D, Version: 1

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### **Subject:**

Change Order No. 3 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. 3 with American Facility Services, Inc. (AFS) for requirements of janitorial services at various County buildings.

- Change Order No. 3 includes changes to locations and increased service level cleaning adding \$505,000.00 to the contract
- Change Order No. 2 and Change Order No. 1 were for new locations and increased service level cleaning.
- The contract is administered by the Real Estate Management Department and the total contract amount currently is \$14,536,340.00.
- An increase of \$85,000.00 for specified funds and \$420,000.00 unspecified funds for a new total contract amount of \$15,041,340.00.
- Pay items for special event services priced hourly for porter services and janitor services is modified to be utilized for all additional services, not just special events.

Contract No. 167-0450-B(PLU) increase in the amount of \$505,000.00, for a revised total contract value of \$15,041,340.00 with an annual amount of \$3,008,268.00 through June 30, 2023.

### **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. 3 requests the following changes effective 4/1/2019:

- 1) Heritage Village, Group B, Building 11 from Service Level B to Level A cleaning increased from 5 days to 7 days per week. The new monthly pricing for this location changed from \$360.00 to \$475.00 per month.
- 2) Sheriff's North Station from Service Level B to Level A cleaning increased from 5 days to 7 days per week. The new monthly pricing for this location changed from \$1,779.00 to \$1,805.00 per month.

3) Hourly pricing for special event pay items such as porter services or janitor services will now also apply to all extra regular janitorial services requirements.

**Background/Explanation:**

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 adding four (4) new locations.

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

**Fiscal Impact:**

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

Increase in funds not to exceed: \$ 505,000.00

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

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(a)(2) and 2-184(a).

**Staff Member Responsible:**

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

**Partners:**

N/A

**Attachments:**

Quotes (2)