



# Pinellas County

## Staff Report

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**File #:** 18-1227A, **Version:** 1

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### **Subject:**

Change Order No. 1 to the contract with American Facility Services, Inc. for requirements of janitorial services at various County buildings.

### **Recommended Action:**

Approval of Change Order No. 1 with American Facility Services, Inc. (AFS) for requirements of janitorial services at various County buildings.

Contract no. 167-0450-B (JJ) annual increase in the amount of \$892,547.16 for a revised contract total value of \$14,536,340.00 and a revised annual amount of \$2,907,268.00 effective 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. 1 provides for janitorial services at four (4) new locations and an increase to services at five (5) current locations. New facilities include the Lealman Community Campus (Lealman), St. Pete-Clearwater International Airport (PIE), Sheriff's Office North District Station, and the newly constructed joint-use jail facility that houses the Sheriff's Office purchasing warehouse and Real Estate Management (REM) Facility Operations.

Lealman, the North District Station and the joint-use jail building are provided janitorial services as specified in the current contract retroactive to July 1, 2018. Services for PIE are provided as specified in the Scope of Work for PIE, starting October 1, 2018. Animal Services, Emergency Medical Services, Botanical Gardens, and the Public Safety Campus will increase janitorial services from five (5) to seven (7) days per week retroactive July 1, 2018. Brooker Creek (Keystone Road buildings) eliminates night cleaning services and adds day porter services, retroactive July 1, 2018.

### **Background Information:**

On March 20, 2018, the Board of County Commissioners approved the award of bid to AFS for County-wide janitorial services.

Since contract award, three (3) buildings totaling approximately 132,000 square feet have been added to the REM portfolio, including the Lealman Community Campus; a new leased location for the Sheriff's North District Station in Dunedin; and a joint-use jail facility.

PIE's janitorial services are currently provided by temporary cleaning staff with a contract expiration of September 30, 2018. Services provide twenty-four (24) hour, seven (7) days per week, and three (3) shifts per day and combines the work currently provided by the temporary janitorial service, as well as providing occasional services such as floor stripping or polishing. The price also includes all janitorial and paper supplies for the department. AFS provides like services at Sarasota's airport, who have given satisfactory reviews to PIE staff.

**Fiscal Impact:**

Approved sixty (60) month expenditure not to exceed:	\$10,073,604.20
Annual increase due to change Order No. 1	\$892,547.16
Total term increase due to Change Order no. 1:	<u>\$ 4,462,735.80</u>
Total estimated expenditure not to exceed:	\$ 14,536,340.00
Revised estimated annual amount not to exceed:	\$2,907,268.00

Funding is derived from the operating budgets of requesting departments.

**Staff Member Responsible:**

Andrew W. Pupke, Director, Real Estate Management  
Thomas R. Jewsbury, Director, Airport  
Joe Lauro, Director, Purchasing

**Partners:**

N/A

**Attachments:**

Service Order Quote - Additional Pinellas Locations  
Service Order Quote - Lealman Campus  
Quote/Scope of Work - St. Pete Clearwater Airport