



Pinellas County

Staff Report

File #: 23-0497D, Version: 1

Subject:

Extension and Increase to the contract with American Facility Services, Inc. for requirements of janitorial services at various County buildings.

Recommended Action:

Approval by the County Administrator of the extension and increase to the contract with American Facility Services, Inc. for requirements of janitorial services at various County buildings.

- This contract is for enterprise-wide janitorial services.
- The Board of County Commissioners (Board) approved the award of this contract on March 20, 2018, in the amount of \$10,073,604.20.
- Prior change orders to this contract added additional locations not included in the original contract award, primarily the St. Pete-Clearwater International Airport (\$3.5M), and locations for the Sheriff and Lealman Community Centers.
- A new agreement for Janitorial Services is scheduled for Board consideration on August 1, 2023, with award recommendation to High Sources, Inc.
- This extension and increase provide sufficient funding for an additional three months of services (July, August, and September 2023) at all locations except the Airport. The Airport requires an extension and increase through February 29, 2029, to provide ample time to solicit and award a new contract due to their specialized cleaning requirements. The Airport elected to pull their services from the general janitorial contract due to specialized cleaning requirements and consistent 'low ball' bid solicitations. This request provides funding and extension for both the Airport and general requirements.
- This contract is established as a maintenance, repair, and operating contract of which the County Administrator may approve increases up to 50% of the original award amount. To date the County Administrator has cumulatively approved \$615,568.00 in increases.
- This request is not fully budgeted for in FY23. Funding is derived from the operating budgets of departments and will utilize multiple funds, centers, accounts, and programs.

Contract No. 167-0450-B increase in the amount of \$814,275.48 for a revised total contract value of \$16,910,030.85 with an average annual expenditure of \$3,382,006.16 through February 29, 2024.

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:

Contract No. 167-0450-B will be replaced by Contract No. 23-0320-ITB for Janitorial Services which is scheduled for Board of County Commissioners approval on August 1, 2023. This extension and increase are needed to continue Janitorial Services during the transition to the new supplier High Sources Inc. and for the Airport to solicit a new contract for specialized cleaning services.

Background/Explanation:

On March 20, 2018, the Board approved the award of bid to American Facility Services, Inc. for requirements of janitorial services in the amount of \$10,073,604.20 for 60 months.

On September 14, 2018 the Board approved Change Order No. 1 adding four (4) new locations for an increase in the amount of \$4,462,735.80.

On February 11, 2019 the County Administrator approved Change Order No. 2 updating service level cleaning with no additional amount to the contract.

On May 31, 2019 the County Administrator approved Change Order No. 3 for changes to locations and an increase in service level cleaning for an increase in the amount of \$505,000.00.

On July 18, 2019 the Purchasing Director approved Change Order No. 4 for changes to locations and an increase in service level cleaning with no additional amount to the contract.

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

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 with no additional amount to the contract.

On December 23, 2019 the Division Director of Purchasing and Risk Management approved Change Order No. 7 to add a new location with no additional amount to the contract.

On April 21, 2020 the Board of County Commissioners approved Change Order No. 8 adding two (2) new locations and increased services at one (1) existing location for an increase in the amount of \$116,947.55.

On May 11, 2021 the Board of County Commissioners approved Change Order No. 9 for service changes to multiple locations: Clerk of the Court, Mosquito Controls Buildings, 118th Avenue North, Clearwater, Florida, Pinellas Construction Licensing Board, North District Sheriff's Office, South County Service Center, Pinellas Vaccination Site, and enhanced cleanings due to COVID-19 for an increase in the amount of \$826,899.79.

On October 19, 2021 the County Administrator approved Change Order No. 10 to add a porter services to various Clearwater locations for an increase of \$82,620.00.

On November 26, 2021 the County Administrator approved Change Order No. 11 to add two new locations in Clearwater and Indian Rocks for an increase of \$1,644.00 per month.

This contract is established as a maintenance, repair, and operating contract of which the County Administrator may approve increases up to 50% of the original award amount. To date the County Administrator has approved \$615,568.00.

Fiscal Impact:

Approved Five Year Not to Exceed: \$16,095,755.34

Increase: \$ 814,275.48

Revised Five Year Total Not To Exceed: \$16,910,030.82

Estimated Average Annual Expenditure: \$ 3,382,006.16

This request is not fully budgeted in FY23. Funding is derived from the operating budgets of requesting departments. Multiple funds, centers, accounts, and programs are used.

Delegated Authority:

Authority for the County Administrator to approve this increase is granted under Code Section 2- 184.

Staff Member Responsible:

Diana Sweeney, Deputy Director, Administrative Services

Joe Lauro, Director, Administrative Services

Merry Celeste, Division Director, Purchasing & Risk, Administrative Services

Partners:

N/A

Attachments:

N/A