

ITEM #: 33
DATE: 06-13-23
DEPT: LIBRARY

COUNCIL ACTION FORM

SUBJECT: LIBRARY CUSTODIAL SERVICES CONTRACT RENEWAL

BACKGROUND:

All cleaning and custodial services for Ames Public Library are provided by a third-party professional cleaning service. The service includes all routine daily cleaning tasks.

On May 28, 2019, Council awarded a contract to ABM to provide custodial services for Ames Public Library for the period of July 1, 2019 through June 30, 2020. ABM indicated that the hourly rate would be \$16.65/hour for the original contract period. The contract also includes four optional renewal periods.

The period from July 1, 2023, through June 30, 2024, is the fourth and final of four optional renewal periods. ABM indicated that the hourly rate would increase to \$17.00/hour for this renewal period. The Library has \$83,466 budgeted for these services in FY 2023/24 which is approximately 4,910 hours of cleaning services for this renewal period. These hours are an estimate for budgeting purposes and payment will be on an hourly basis for actual hours worked.

ALTERNATIVES:

1. Award a contract renewal for FY 2023/24 Custodial Services for the Ames Public Library to ABM, Des Moines, IA in an amount not to exceed \$83,466.
2. Reject the renewal award and direct staff to re-bid custodial services.

CITY MANAGER'S RECOMMENDATION:

ABM is providing relatively low-cost custodial services for the Ames Public Library and ABM's representatives will work closely with Library staff to ensure high quality results and accommodate the timing of library activities and public events. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.