

**COUNCIL ACTION FORM**

**SUBJECT: CUSTODIAL SERVICES CONTRACT EXTENSION FOR CITY HALL AND COMMUNITY CENTER**

**BACKGROUND:**

On May 22, 2007 Council awarded a contract to QualityOne Commercial Cleaning to provide custodial services for the City Hall / Community Center during FY 2008.

The period from July 1, 2008, through June 30, 2009, is the first of four optional renewal periods. QualityOne indicated that there would be no price increase for each renewal period. Extension periods are contingent upon approval of funding by Council.

The approved FY2009 operating budget includes a total of \$79,575 for these services. A total of \$55,400 is included in the Public Works account; costs for these services are shared by the various funds supporting the departments receiving the services. In addition, \$24,175 is included in the Parks & Recreation accounts for direct payment of charges for services in the Community Center and Auditorium areas.

**ALTERNATIVES:**

1. Award the contract renewal option for the FY2009 custodial services for the City Hall and Community Center to QualityOne Commercial Cleaning in the amount of \$5,500 per month plus \$20.00 per hour for emergency callback and additional work as authorized.
2. Reject renewal award and direct staff to re-bid custodial services.

**MANAGER'S RECOMMENDATION:**

QualityOne Commercial Cleaning is the current provider of custodial services in City Hall and the Community Center. There will be no increase in the rates charged for the upcoming year; and the firm has taken appropriate steps to continue providing quality services.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, awarding the contract renewal option for the FY2009 custodial services for the City Hall and Community Center to QualityOne Commercial Cleaning in the amount of \$5,500 per month plus \$20.00 per hour for emergency callback and additional work as authorized.

CAF APPROVAL

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DM DM JP \_\_\_\_\_

To be sent to \_\_\_\_\_

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