

ITEM #: 13
DATE: 03-25-25
DEPT: FLEET

COUNCIL ACTION FORM

SUBJECT: **CONTRACT RENEWAL FOR CUSTODIAL SERVICES AT CITY HALL**

BACKGROUND:

All cleaning and custodial services for City Hall are managed by a third-party professional cleaning service. This includes daily routine cleaning tasks and periodic tasks such as carpet shampooing, vinyl and Terrazzo floor maintenance, ceramic tile cleaning, plumbing fixture sanitation, spot cleaning, glass cleaning, and window washing. Additionally, the service is expected to handle unplanned emergency cleanups.

Typically, City contracts can be renewed for up to five years. However, this custodial contract was limited to three years due to difficulties in maintaining a reliable contractor. **Stratus has been providing consistent and reliable services at a reasonable cost. Extending the contract by one year with the current provider ensures continuity while the City makes adjustments to its waste disposal processes, including the possible addition of single stream recycling. The contract will be rebid with an updated scope of services for FY 2026/27.**

The current contract with Stratus Building Solutions, based in West Des Moines, IA, is in the amount not to exceed \$84,962 for FY 2024/25. The one-year extension will maintain the same terms and cost for FY 2025/26. The base bid for cleaning tasks is \$68,588. For budget-tracking purposes, the total cost for FY 2025/26 will be allocated by location areas for the base bid. This includes all routine daily services and periodic tasks like carpet cleaning and floor waxing. Additional services, such as emergency cleanups and special event cleanups in the auditorium, are quoted separately at \$26.00 per hour and will be billed as needed. Additional services as requested by the City are estimated not to exceed \$16,374.00.

LOCATION	AMOUNT
City Hall, Police Department	\$43,647.00
Gymnasium & Community Center	\$11,223.50
Public Wellness	\$11,223.50
Auditorium	\$ 2,494.00
Base Bid Sub Total	\$68,588.00
Additional Services as Requested by the City (Estimated)	\$16,374.00
Base Bid + Additional Services	\$84,962.00

This renewal covers the period from July 1, 2025, to June 30, 2026, with no further renewal options available. The contract will be rebid for FY 2026/27. The total budget allocated for custodial services in City Hall for FY 2025/26 is \$89,689.

ALTERNATIVES:

1. Award the Ames City Hall custodial services contract to Stratus Building Solutions, West Des Moines, IA, in the amount not-to-exceed \$84,962 for July 1, 2025 - June 30, 2026.
2. Do not renew and direct staff to re-bid custodial services.

CITY MANAGER'S RECOMMENDED ACTION:

Stratus Building Solutions is committed to meeting the expected results and is ready to provide these services with no increase in cost. Staff has been satisfied with the performance of the contractor over the past several years. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.