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DEPARTMENT OF
FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

July 21, 2000

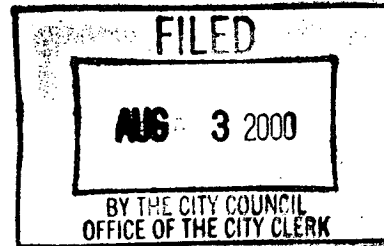
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City Council
Sacramento, California

Honorable Members in Session:



SUBJECT: INCREASE INTERIM JANITORIAL SERVICES CONTRACT AMOUNT FROM \$125,000.00 TO \$215,000.00

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

Staff recommends that the City Council authorize an increase in the contract amount for interim janitorial services with Somers Building Maintenance, 2410 Manning Street, Suite E, Sacramento, CA 95815, from \$125,000.00 to a total amount not to exceed \$215,000.00.

CONTACT PERSONS: Jim Johnston, Maintenance Services General Supervisor, 433-2288
Steve Alstrom, Senior Buyer, 433-6343

FOR COUNCIL MEETING: August 3, 2000

SUMMARY:

This report recommends that City Council authorize an increase of \$90,000.00 in the contract amount for interim janitorial services, for a new total amount not to exceed \$215,000.00. The increase is needed to accommodate post-events cleaning required for the Memorial Auditorium and Convention Center.

BACKGROUND:

On June 20, 2000, City Council suspended formal competitive bidding and awarded an interim janitorial services contract to Somers Building Maintenance, effective July 1, 2000. This contract is for a period of six months, to allow time for staff to prepare new specifications to competitively bid this requirement.

When the interim contract was established, the requirements for the Memorial Auditorium and Convention Center were inadvertently not included. Contract janitorial services are used by these venues to clean up after each event. The estimated cost of these services for the six month period under the interim contract,

based on past experience and current and projected event bookings, is \$90,000.00. Therefore, staff recommends that the City Council authorize an increase of \$90,000.00 in the contract amount for interim janitorial services, for a new total amount not to exceed \$215,000.00.

FINANCIAL CONSIDERATIONS:

Sufficient funds have been budgeted for FY00/01 by Maintenance Services and by the Convention Center for janitorial services.

ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

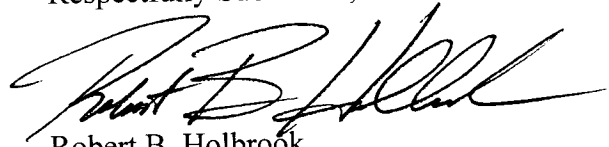
POLICY CONSIDERATIONS:

This recommendation is in accordance with the provisions of City Code Chapter 3.56 for the purchasing of supplies and services. The City Council suspended formal competitive bidding and awarded this contract at its meeting of June 20, 2000. This report calls for an increase in the dollar amount of the subject contract.

ESBE CONSIDERATIONS:


Somers Building Maintenance is not a certified ESBE firm. The City's ESBE policies will be considered when the competitive solicitation is undertaken for establishment of a new janitorial services contract.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager