

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	69040	Agenda Number	44.
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Meeting Date:	March 23, 2017
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Department:	Purchasing
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### Subject

Authorize negotiation and execution of an amendment to the contract with ISS FACILITY SERVICES, to provide janitorial services, in the amount of \$196,000, for a revised total contract amount not to exceed \$1,510,876.

### Amount and Source of Funding

Funding in the amount of \$196,000 is available in the Fiscal Year 2016-2017 Operating Budget of Austin Energy.

### Fiscal Note

A fiscal note is not required.

Purchasing Language:	Contract Amendment
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Prior Council Action:	March 7, 2013 – approved original contract, item # 27.
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For More Information:	Joshua Pace, Senior Buyer, 512-322-6583
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Boards and Commission Action:	March 20, 2017 – To be reviewed by the Electric Utility Commission.
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Related Items:	
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MBE / WBE:	This contract was awarded in compliance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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### Additional Backup Information

The contract provides janitorial services including labor, supervision, supplies and equipment at Austin Energy (AE) locations. The locations are divided into three packages (A, B and C), each of which encompass multiple sites. Package A includes Town Lake Center, St. Elmo and Kramer Lane Service Centers, Customer Care Walk-in Branch, and the Backup and Energy Control Centers. Package B includes several buildings at the district cooling plants, the Decker Creek Power Station and other buildings at the Decker site, Sand Hill Energy Center and the Laboratory Services building. Package C includes the System Control Center (SCC) and the Combined Transportation, Emergency & Communication Center (CTECC). ISS Facility Services provides janitorial services for Packages B and C.

The purpose of this contract is to provide a clean and safe environment for employees, contractors and the public. Services include day and night crews with tasks divided on a daily, weekly, bi-weekly, monthly and quarterly basis varying per site. The total area serviced for CTECC and SCC is approximately 255,500 square feet and approximately 258,312 square feet for the remaining facilities.

In preparation for a new solicitation for these services, staff identified ways to further segment these services into smaller packages in order to increase opportunities for small and/or certified companies to compete for City contracts. Staff is also re-examining the approach to hiring versus contracting out for janitorial services. This extension will allow staff additional time to finalize this work.

If the City were unable to amend the contracts, janitorial services would end until a replacement contract could be executed.

<b>ISS FACILITY SERVICES</b>				
	<b># months</b>	<b>Contract Amount</b>	<b>Contract Amendment</b>	<b>Revised Amount</b>
Original Term	24	\$ 653,856	n/a	\$ 653,856
Extension Option 1	12	\$ 326,928	n/a	\$ 326,928
Administrative Increase	-	\$ -	\$ 7,164	\$ 7,164
Extension Option 2	12	\$ 326,928	\$ -	\$ 326,928
Proposed Amendment	-	\$ -	\$ 196,000	\$ 196,000
<b>TOTAL</b>	<b>48</b>	<b>\$ 1,307,712</b>	<b>\$ 203,164</b>	<b>\$ 1,510,876</b>