



CITY OF EMERYVILLE

MEMORANDUM

DATE: June 5, 2018

TO: Carolyn Lehr, City Manager

FROM: Andrew Clough, Acting Public Works Director

SUBJECT: Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Professional Services Agreement With Integrity Construction Maintenance, Inc., In An Amount Not To Exceed \$219,387 For Janitorial Services For Fiscal Year 2018-19.

RECOMMENDATION

Staff recommends that the City Council adopt the above referenced resolution.

BACKGROUND

The City contracts for janitorial services at the Civic Center, the Child Development Center, the Police Department, Recreation Center, Senior Center and evening cleaning and lock-up services for the restroom at Doyle-Hollis Park.

In 2013, the City issued a Request for Proposal (RFP) for janitorial services with the intention of using the selected vendor for a period of five fiscal years. Pursuant to this RFP, the City has selected Integrity Construction Maintenance Inc. Most recently, on June 20, 2017, the City Council authorized the City Manager to enter into a Professional Services Agreement with Integrity Construction Maintenance Inc. in an amount not to exceed \$211,758 for janitorial services at City facilities for fiscal year 2017/18.

Agreement for FY 2018-19:

The authority to enter into new agreements for up to five additional fiscal years was defined in the RFP process conducted in June 2013. The total amount of the proposed agreement for FY 2018-19 is \$219,387, a copy of which is attached to this report. The total contract amount includes a Cost of Living Adjustment based on the local Consumer Price Index of 3.6%, as provided for in the general conditions of the contract.

FISCAL IMPACT

Funding for janitorial services and supplies is included in the operating budgets of each department in Account 77080, The proposed operating budget for fiscal year 2018/19 includes sufficient funds to cover the cost of janitorial services.

STAFF COMMUNICATION WITH THE PUBLIC

No staff communication with the public for this matter.

PREPARED BY: Andrew Clough, Acting Public Works Director

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



Carolyn Lehr, City Manager

ATTACHMENTS:

1. Draft Resolution
2. Maintenance Contract, FY 2018-19