



CITY OF EMERYVILLE

MEMORANDUM

DATE: June 20, 2017

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 \$211,758.68 For Janitorial Services For Fiscal Year 2017-18.**

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into a Professional Service Agreement (PSA) with Integrity Construction Maintenance, Inc., in an amount not to exceed \$211,758.68 for fiscal year (FY) 2017-18.

BACKGROUND

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

On June 3, 2015 the City Council authorized the City Manager to enter into a PSA with Integrity Construction Maintenance Inc. in an amount not to exceed \$229,695 for janitorial services at City facilities for FY 2015-16. Said contract was approved following a Request for Proposal (RFP) process conducted in June 2013 for janitorial services with the intention of using the selected vendor for a period of five fiscal years.

Agreement for FY 2017-18:

The authority to enter into new agreements for up to four additional FY was defined in the RFP process conducted in June 2013. The total amount of the proposed agreement for FY 2017-18 is \$211,758.68. The total contract amount includes a Cost of Living Adjustment based on the local Consumer Price Index of 3.4%, as provided for in the general conditions of the contract.

The total value of the contract is less than last year due to the removal of services for the Recreation Center.

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 2017/18 includes sufficient funds to cover the cost of janitorial services.

STAFF COMMUNICATION WITH THE PUBLIC

No staff communication with the public.

CONCLUSION

Integrity Construction Maintenance, Inc. has been providing services to the City of Emeryville for over 3 years. Staff recommends the continuation of services by Integrity based on their experience to render such services.

PREPARED BY: Andrew Clough, Acting Public Works Director

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



Carolyn Lehr, City Manger

ATTACHMENTS:

1. Resolution
2. Professional Services Agreement FY 2017-18