



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend the Award of Change Order One to Contract 13-107, Custodial/Janitorial

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the Award of Change Order One to Contract 13-107, Custodial/Janitorial to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$47,000 for a total award of \$697,352.

BOARD/COMMISSION REVIEW:

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
2/3/15	I 6	Contract Extension
3/19/13	I 15	Original Award

DEPARTMENT: Department of Public Works
Procurement Services Team

SUBMITTED BY: Richard Dublinski, Director of Public Works
Rachel Mayer, Chief Procurement Officer

FISCAL IMPACT:

Budgeted Account: 010-4240-418.30-29 (City Facilities & Sites)

Budgeted Amount: \$340,856 FY15

Note: Budgeted Account 010-4240-418.30-29 provides for a variety of contracted support services and has an actual beginning budget amount of \$392,756. There is sufficient account balance to provide for this change order.

BACKGROUND:

The City of Naperville contracts supplemental custodial services to provide cleaning and/or custodial related services at designated City facilities, the Central Business District, the Naperville commuter rail station, and/or other sites as needed.

The scope of work for City buildings covered under this agreement is to provide custodial related services for the Naperville Fire Department - Administration and EOC, Public Works Service Center, Electric Service Center, Springbrook Reclamation Center, Water Service Center, DPU 75th & Clyde, South Operation Center at 1800 S. Washington, Civil Environmental Engineering Center, Community Concert Center, Naperville Train Station.

DISCUSSION:

Citywide Building Maintenance is to provide for the highest level of service and custodial care and has performed well. This recommended adjustment to add \$47,000 to the contract is to provide sufficient funding for expanded services through March and April of 2015. Additional funds are needed as our contractor has been required to provide unplanned custodial support due to prolonged absences of full-time city employees (medical reasons) and as a substitute for a permanent reduction of one full-time city employee.

RECOMMENDATION:

Approve the Award of Change Order One to Contract 13-107, Custodial/Janitorial Services to Citywide Building Maintenance for City Facilities and Sites for an amount not to exceed \$47,000 for a total award of \$697,352.

ATTACHMENTS:

1. Prior Action