

COUNCIL COMMUNICATION

	Number:	22-331	Meeting:	July 18, 2022
	Agenda Item:	43	Roll Call:	22-1159
	Submitted by:	James M. Hoff, Facilities Manager		

AGENDA HEADING:

Approval of First Amendment to Contract No. N20-214 with FBG Service Corporation for professional custodial services at municipal Fleet Services Division, Public Works Department, Police Department, and Park & Recreation Department buildings.

SYNOPSIS:

Recommend approval of First Amendment to the Agreement (Contract No. N20-214) by and between the City and FBG Service Corporation (Ms. Terri Gogetap, President, FBG Service Corp., 407 South 27th Avenue, Omaha NE 68131) for custodial services for the City's municipal buildings. This Amendment will transition custodial services from various City facilities to the City's new Municipal Service Center 2 facility, for the estimated total annual contract amount not to exceed \$530,000.

In addition, recommend authorization and direction of the City Manager to execute said Amendment for and on behalf of the City; direct the Facilities Division and Procurement Administer to administer, monitor, and make payment under said Contract, as amended, in accordance with its terms; and authorize the City Manager to execute a renewal of said contract for one (1) additional three-year term if the estimated total annual contract amount remains at \$530,000 during said renewal term.

FISCAL IMPACT:

Amount: Annual amount not to exceed \$530,000.

Funding Source: Various operating budgets from City Manager's Office Department-Facilities Division and Park and Recreation Department, as listed below:

- \$450,836 Fiscal Year (FY)2023 Operating Budget, City Manager, Facilities Maintenance, CM030000, page 26
- \$5,592 FY2023 Operating Budget, Park and Recreation Department, Cemetery, PK200220, page 150
- \$8,808 FY2023 Operating Budget, Park and Recreation Department, Horticulture Maintenance, PK200226, page 154
- \$30,840 FY2023 Operating Budget, Park and Recreation Department, Fourmile Community Recreation Center, PK201267, page 163
- \$30,840 FY2023 Operating Budget, Park and Recreation Department, Pioneer Columbus Community Recreation Center, PK201268, page 164
- \$3,084 FY2023 Operating Budget, Park and Recreation Department, Chesterfield Community Center, PK201269, page 165

ADDITIONAL INFORMATION:

- FBG Service Corporation was selected through a competitive Request for Proposal (RFP) process to procure custodial services for municipal buildings in 2020. On September 14, 2020, City Council accepted FBG Service Corporation's proposal and authorized the City Manager to execute an agreement with the Contractor for an initial 3-year term with one (1) optional 3-year renewal period at an annual estimated amount of \$438,216.
- The new Municipal Service Center 2 facility is scheduled to open in August 2022, providing approximately 260,000 square feet of new space owned and maintained by the City. Public Works Department and Fleet Services Division will relocate to the new facility.
- The City Manager's Office has determined that it is necessary and cost-effective to amend said Contract to add procurement of custodial services for the City's new facility, Municipal Service Center 2 (1700 Maury Street) to be provided by the Contractor and to remove from the contract various City facilities which are to be vacated the first weeks of August 2022; also, to adjust pricing to be paid under the Contract to account for the addition and deletion of said services.

PREVIOUS COUNCIL ACTION(S):

Date: September 14, 2020

Roll Call Number: [20-1464](#)

Action: [Proposal](#) from FBG Service Corporation (Ms. Terri Gogetap, President) to provide custodial services for the City's Municipal Buildings and authorizing City Manager to negotiate and execute contract. (18 potential proposers, 6 received) ([Council Communication No. 20-377](#)) Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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