



City Council Staff Report

DATE: October 15, 2014 CONSENT CALENDAR

SUBJECT: APPROVE AMENDMENT NO. 1 TO THE AGREEMENT WITH ADVANCE, INC. DBA PROGREN BUILDING MAINTENANCE, TO INCREASE THE JANITORIAL SERVICES AT VARIOUS CITY FACILITIES.

FROM: David Ready, City Manager

BY: Maintenance and Facilities Department

SUMMARY

This request expands the City's janitorial services at several locations including the Parks Restrooms, Fire Stations, Parking Structures, City Hall, and the Animal Shelter in an amount of \$81,089 per year.

RECOMMENDATION:

1. Approve Amendment No. 1 to Agreement No. 5728 with Advance, Inc., dba ProGreen Building Maintenance, increasing the janitorial services in the amount of \$81,089, for an amended total amount of \$315,080 per year, for various City facilities.
2. Authorize the City Manager to execute the Amendment to the Agreement.

STAFF ANALYSIS:

The City currently contracts with PROGreen Building Maintenance for janitorial services for City facilities. The current amount of the contract is \$234,000 per year.

The amendment will increase janitorial services, in the amount of \$81,089 per year, for the following locations:

- Park Restrooms cleaning services once a day, seven (7) days a week including holidays.
- City Hall increase one day a week (Sunday - limited services for weekend activities ensuring facility prepared for operations on Monday).

ITEM NO. 2.R.

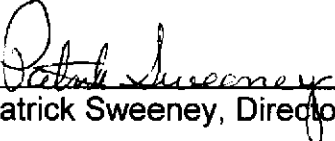
- Baristo Parking Structure full service steam cleaning from three (3) days a week to seven (7).
- Downtown Palm Springs Project Parking Structure adding full service steam cleaning three (3) days per week
- Animal Shelter, transfer of service agreement from Friends to City.
- Fire Stations 1 and 2, add carpet cleaning twice per year.
- Fire Training Center, add floor waxing and carpet cleaning once per year.

FISCAL IMPACT

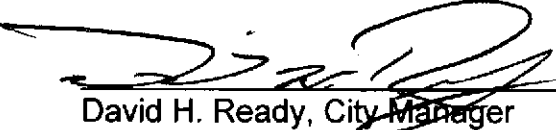
Funds for these expenditures have been appropriated in the Fiscal Year 2014-15 budgets in the following accounts;

001-2451-43240 Restroom Cleaning \$45,684
001-3305-43240 Animal Shelter \$17,100
001-3520-43240 Fire Stations \$2,704
520-5641-43280 City Hall \$2,520.00
131-4464-43200 Parking Structures \$13,080

These funds have been approved by Council in the 2014-15 budget and are available.



Patrick Sweeney, Director of Facilities



David H. Ready, City Manager

Attachments:
PROGreen Contract Amendment

**AMENDMENT NO. 1 TO CONTRACT SERVICES AGREEMENT NO. A5728
WITH PROGREEN BUILDING MAINTENANCE
FOR JANITORIAL SERVICES**

The following articles of Agreement No. A5728 are hereby amended as follows:

THIS FIRST AMENDMENT TO THE CONTRACT SERVICES AGREEMENT (herein "First Amendment") made and entered into on this ____ day of _____, 2014, by the City of Palm Springs (herein "City"), a charter city organized and existing in the County of Riverside, under the virtue of the laws of the State of California and Advanced Inc., dba PROGreen Building Maintenance (herein "Contractor"), amends that certain Contract Services Agreement dated _____ (herein "Agreement") by and between the same parties.

SECTION 2.1 "Maximum Contract Amount" – The Maximum Contract Amount is increased by a total of \$81,088.92 for a total annual cost of \$315,088.92.

SCOPE OF SERVICES– is hereby modified to add additional services, namely:

Park Restrooms- Once a day 7 days a week including holidays full janitorial service plus paper supplies according to Exhibit B Section C for the following park sites: Demuth, Ruth Hardy, Sunrise and Victoria.

City Hall- Limited janitorial service for one day a week to cover weekend activities and to ensure facility is properly cleaned for Monday operations.

Baristo Downtown Parking Structure- increase from 3 days a week to 7 days a week including holidays, full janitor service according to Exhibit A Scope of Services.

Downtown Palm Springs Parking Structure- 3 days a week full janitorial service, according to Exhibit A Scope of Services.

Palm Springs Animal Shelter- 7 days a week full janitorial service excluding holidays, according to Exhibit A Scope of Services.

Fire Stations #1 & #2- floor waxing and carpet cleaning in living quarters 2x a year (January and June)

Fire Station 3- carpet cleaning in living quarters 2x a year (January and June)

Training Center- floor waxing and carpet cleaning 1x a year (June)

Original Agreement Number: A5728
 City Council Approval: December 18, 2013
 Contract Amount: \$234,000.00

This Amendment #1 - \$81,088.92 Annually

<u>Location</u>	<u>Monthly Cost</u>
Park Restrooms	\$3,807.00
City Hall	\$210.00
Baristo Parking Lot	\$1,090.00
Palm Springs Animal Shelter	\$1,425.00
Fire Station #1	\$32.50
Fire Station #2	\$130.83
Fire Station #3	\$30.83
Training Center	\$31.25

Account Numbers for Amendment #1 are:

131-4464-43200 -	Parking Structures	\$1,090.00
001-3305-43240	Palm Springs Animal Shelter	\$1,425.00
001-3520-43240	Fire Stations & Training Center	\$ 225.41
001-2451-43240	Park Restrooms	\$3,807.00
520-5641-43280	City Hall	\$ 210.00

Amended Annual Increase: \$81,088.92
Amended Annual Contract Total: \$315,088.92

Except as specifically amended by this Amendment No. 1 all terms and provisions of Agreement A5728 remain in full force and effect.

SIGNATURES ON NEXT PAGE

IN WITNESS WHEREOF, the parties have executed this Amendment as of the dates stated below.

"City"

CITY OF PALM SPRINGS

APPROVED:

ATTEST:

By: _____

David Ready, City Manager

City Clerk

City of Palm Springs

"Contractor"

Advanced, Inc. dba Progreen Building Maintenance

784 Avenida Salvador

San Clemente, CA 92672

Date: _____

By: _____

Mike Sullivan, President