



Agenda Report

MEETING DATE: Tuesday, December 13, 2022

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
IMELDA NEGRETE, RECREATION SUPERINTENDENT

THROUGH: CITY MANAGER MENDEZ

SUBJECT: RESOLUTION APPROVING FIRST AMENDMENT TO CONTRACT
WITH JOSE PEREZ, DBA UNIFIED BUILDING MAINTENANCE,
REDUCING THE AMOUNT TO \$365,000

RECOMMENDED ACTION:

Staff recommends that the City Council adopt a Resolution approving the First Amendment to the Consultant Agreement with Jose Perez, an individual, DBA Unified Building Maintenance for janitorial services at City recreation facilities, reducing the amount to \$365,000, and directing the City Manager to execute the same.

BACKGROUND:

On December 8, 2020, the City Council adopted Resolution No. 211-20 (CM), approving the award of a two-year contract for the provision of janitorial services for City recreation facilities to Jose Perez, an individual, DBA Unified Building Maintenance in an amount not to exceed \$415,000. Unified Janitorial commenced services in January 2021.

DISCUSSION:

The term of the current two-year contract with Unified Building Maintenance ends on December 31, 2022. Staff is issuing a new Request for Proposals for Janitorial Services for Recreation Facilities. The proposed Amendment:

- Extends the existing contract for four months, through April 30, 2023, while staff conducts the RFP process,
- Revises the scope to reflect current janitorial needs, and
- Reduces the not to exceed amount by \$50,000, from \$415,000 to \$365,000.

STRATEGIC PLAN:

- 3-Infrastructure & Environment – This contract addresses the ongoing cleanliness and maintenance of public recreation facilities.
- 5-Community Engagement & Well-Being – Recreation facilities house programs designed to engage community and enhance personal and community well-being.

FINANCIAL IMPACT:

This amendment revises the scope of services and reduces the contract not to exceed amount by \$50,000, from \$415,000 to \$365,000. The total not to exceed amount for the contract including this amendment is \$365,000 with contract changes to the following accounts:

- Add \$9,820 to account 150-693-7361
- Decrease account 150-690-7361 in the amount of \$19,365
- Decrease account 150-693-7504 in the amount of \$2,870
- Decrease account 150-681-7361 in the amount of \$27,765

Funds for this Amendment are included in the current adopted Fiscal Year budget.

ALTERNATIVE ACTION:

The Council could not approve this Resolution and janitorial services at recreation facilities would cease effective January 1, 2023.

ATTACHMENTS AND/OR REFERENCES (If any):

None.