

Agenda Report



MEETING DATE: Tuesday, February 11, 2025

TO: City Council

FROM: PUBLIC WORKS & UTILITIES DIRECTOR LINDBERG
BUILDING AND FACILITY MAINTENANCE SUPERVISOR ADAMS

SUBJECT: APPROVE AMENDMENT #3 WITH A & G CLEANING SERVICES
FOR JANITORIAL SERVICES AT CITY HALL AND WATER
RESOURCE CENTER AND INCREASING COMPENSATION IN
THE AMOUNT OF \$118,000 AND EXTENDING CONTRACT TO
NOVEMBER 30, 2026

RECOMMENDED ACTION:

Staff recommends the City Council adopt a resolution approving the Third Amendment to Contract with Angel O. Magaña, an individual, dba A & G Cleaning Services for the Janitorial Services at City Hall and Water Resource Center (WRC) facilities and adding \$118,000 in compensation for a total contract amount not to exceed \$171,600 and extending contract term to November 30, 2026.

BACKGROUND:

Staff solicited requests for proposals (RFP) for janitorial services at the City Hall and Water Resource Center (WRC) facilities with a submittal deadline of October 20, 2023, and received three proposals. Staff reviewed and selected A & G Cleaning Services as the lowest qualified bidder. The RFP stated the award vendor would be contracted for one (1) year with the option to extend for two additional years.

On January 18, 2024, the City executed a contract with A & G Cleaning Services for one (1) year in the amount not to exceed \$50,600, with an expiration date of November 30, 2024.

On November 2, 2024, the City executed the First Amendment to Contract and amended the scope of work to include additional services at the WRC and increase the contract compensation in the amount of \$3,000, for a total contract amount not to exceed \$53,600.

On January 30, 2025, the City executed the Second Amendment to the Contract and extended the contract term to February 28, 2025.

DISCUSSION:

A & G Cleaning Services has provided janitorial services at the City Hall and WRC facilities, and their contract will expire on February 28, 2025. For continued services, a Third Amendment is needed to extend the contract and add additional funds to the contract.

The Third Amendment will extend the contract term to November 30, 2026, and increase the contract compensation in the amount of \$118,000, for a total contract amount not to exceed \$171,600.

STRATEGIC PLAN:

This amendment is consistent with the strategic plan goals:
2-Infrastructure & Environment

FINANCIAL IMPACT:

There are sufficient funds in the following budget accounts:

0150-220-7361 (Central Office/Building Maintenance – Other Contract Services)
0710-530-7361 (Wastewater Treatment Plant – Other Contract Services)
0720-596-7361 (Water Operations – Other Contract Services)

ALTERNATIVE ACTION:

The City Council may reject the Third Amendment, but doing so will cause a burden on City custodial staff.

ATTACHMENTS AND/OR REFERENCES (If any):

None.