



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 6/25/2019

File #: 19-282, Version: 1

SUBJECT: CONSENT AGENDA

A Resolution of the Board of Trustees of the Town of Erie Approving a Change Order for KG Clean, Inc. to the 2019 Janitorial Service Agreement for Services in the Amount of \$10,800

DEPARTMENT: Public Works

PRESENTER: Todd Fessenden, Public Works Director

FISCAL INFORMATION:

Cost as Recommended: \$10,800.00
Balance Available: \$26,200.00
Budget Line Item Number: 100-70-440-520000
New Appropriation Required: No

STAFF RECOMMENDATION:

Approve the Change order, authorize the appropriate Town officer to execute said change order, and authorize Staff to expend funds.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

After the Board approved the 2019 Janitorial Service contract on December 11, 2018, KG Clean noticed the Police Department's (PD) monthly service bid line had been transposed for a lesser amount than the services provided for that facility during 2018.

Once KG Clean brought their error to the Town's attention, we requested these funds to be added to the first supplemental budget. The Town's intent was to verify that the level of service received met our expectations prior to asking for the change, the service has been excellent. The revised amount is consistent with the invoiced amount for services at the received in 2018. KG Clean has provided excellent service at the PD building starting in September 2018 on a month-to-month basis, until the contract could go out for public bid in 2019.

Revised amount	\$26,100
Initial bid	<u>\$15,300</u>
Difference	\$10,800

ATTACHMENTS:

- a. Resolution
- b. Change Order