



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 11/12/2019

File #: 19-555, Version: 1

SUBJECT: CONSENT AGENDA

A Resolution of the Board of Trustees of the Town of Erie Approving the First Renewal of the Agreement for Services with KG Clean, Inc. for the 2020 Janitorial Services in an Amount not to Exceed \$187,963.60

DEPARTMENT: Public Works

PRESENTER: Todd Fessenden, Public Works Director

FISCAL INFORMATION:

Cost as Recommended: \$ 187,963.60
Balance Available: \$ 236,400
Budget Line Item Number: 100-70-440-520000
New Appropriation Required: No

STAFF RECOMMENDATION:

Approve the Resolution to award said renewal, authorize the appropriate Town officer to execute said renewal, and authorize Staff to expend contracted fund.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2020 Operating Budget includes funds for annual janitorial services for the Town Hall, Leon A Wurl Service Center, Police Station, and Erie Community Center. Service contracts are competitively or state-bid and awarded.

The Board approved the original services agreement at the December 11, 2018 Board meeting and a change order at the June 25, 2019 meeting. In this agreement, there is a renewal option for up to two consecutive years following the initial award (a total of three years). A proposed renewal occurs when both the Town and Contractor agree, the increased price is no more than 2% of the previous year and performed work was satisfactory.

Staff recommends authorizing the first renewal for services through 2020.

ATTACHMENTS:

- a. Resolution
- b. Renewal
- c. Agreement for Services - 2019 Janitorial Services
- d. Change Order 1