



AGENDA ITEM REPORT

DATE: December 19, 2017
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Extend Annual Contract for Janitorial Services for CenturyLink Sports Complex Hammond Stadium

I. MOTION REQUESTED

A) Approve extension of the annual contract with Franky Tisdale Cleaning, Inc., under Informal Bid No. IFB150060, Janitorial Services for CenturyLink Sports Complex/Hammond Stadium, through March 31, 2018 for janitorial services at CenturyLink Sports Complex/Hammond Stadium, as approved in the department's annual adopted budget.

B) Authorize the Director of Procurement Management or designee to sign the extension documents on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves extension of the annual contract with Franky Tisdale Cleaning, Inc., under Informal Bid No. IFB150060, Janitorial Services for CenturyLink Sports Complex/Hammond Stadium, for an additional one-month period through March 31, 2018 for janitorial services at CenturyLink Sports Complex/Hammond Stadium. Total expenditures for these services during Fiscal Year 2016-2017 were approximately \$83,656.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On February 10, 2015, the Board of County Commissioners awarded Informal Bid No. IFB150060 for janitorial services for CenturyLink Sports Complex/Hammond Stadium. The original term of the contract was for one year with an option to renew for four additional one-year periods. Total expenditures for the contract are \$197,118.50. Board approval will allow for a one-month extension, through March 31, 2018, so that services will continue uninterrupted until a new contract is solicited.

Total expenditures for these services during Fiscal Year 2016-2017 were approximately \$83,656.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	General Fund
H)	Comments: Expenditures will be as needed and within the department's annual approved, adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP**ATTACHMENTS:**

Description	Upload Date	Type
Proposed Extension	12/4/2017	Letter

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Rejected	12/5/2017 - 12:53 PM
Procurement Management	Turner, Nicole	Approved	12/5/2017 - 12:59 PM
Procurement Management	Tucker, Mary	Approved	12/5/2017 - 1:02 PM
Budget Services	Henkel, Anne	Approved	12/5/2017 - 1:27 PM
Budget Services	Winton, Peter	Approved	12/5/2017 - 3:10 PM
County Attorney	Fraser, Andrea R.	Approved	12/5/2017 - 4:28 PM
County Manager	Brady, Christine	Approved	12/6/2017 - 1:37 PM