



AGENDA ITEM REPORT

DATE: September 20, 2022
DEPARTMENT: Procurement Management
REQUESTER: Mary Tucker
TITLE: Approve Contract Extension for Custodial Services for Lee County North Zone

I. MOTION REQUESTED

- A) Approve three-month contract extensions with American Facility Services, Inc., and United States Services Industries (USSI), under Solicitation No. RFP180120MRH, for custodial services at County facilities located in the North Zone, through December 31, 2022.
- B) Authorize the County Manager or designee to execute the extension documents on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves a three-month extension for American Facility Services, Inc., and United States Services Industries (USSI), for the annual contract for custodial services at County facilities located in the North Zone through December 31, 2022. The extension is required to allow time to complete the competitive solicitation process. Total expenditures to provide these services during Fiscal Year 2021-2022 through 8/31/2022 were approximately \$577,986.89.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
On August 21, 2018, the Board approved contracts under Solicitation No. RFP180120MRH Custodial Services for Lee County North Zone. Contracts were awarded to Florida Cleaning Systems, Inc., American Facility Services, Inc., and United States Service Industries, Inc., (USSI) for an initial term of one year with an option to renew for three additional years. Florida Cleaning Systems, Inc., was eventually terminated. Board approval will allow a three-month extension to continue these services through December 31, 2022, allowing time to complete the competitive solicitation process.
- 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.	No
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be on an as needed basis, as approved in the departments' annual adopted budgets.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
USSI Contract Extension	9/2/2022	Backup Material
American Facility Services Contract Extension	9/2/2022	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Procurement Management	Turner, Nicole	Approved	9/8/2022 - 3:23 PM
Budget Services	Henkel, Anne	Approved	9/9/2022 - 7:49 AM
Budget Services	Winton, Peter	Approved	9/9/2022 - 3:06 PM
County Attorney	Swindle, Amanda	Approved	9/12/2022 - 8:59 AM
County Manager	Winton, Peter	Approved	9/12/2022 - 9:56 AM