

AGENDA ITEM REPORT

DATE: September 16, 2025
DEPARTMENT: Procurement
REQUESTER: Mary Tucker
TITLE: Approve Amendment for Custodial for South Lee County to Add Services for Fleet

I. MOTION REQUESTED

- A. Approve Amendment No. 4 to the contract with United States Services Industries, Inc., under Solicitation No. RFP220314SML, Custodial Services for South Lee County to increase the frequency of weekly cleaning services from once per week to twice per week and add quarterly custodial services at the Fleet Management, Lee County Sheriff's Office service location in the Agreement. The amendment will increase the contract amount by \$5,752.36 annually.
- B. Authorize the County Manager or designee to execute the amendment on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves a contract amendment with United States Service Industries, Inc., under the solicitation for Custodial Services for South Zone Lee County. The amendment requested will increase the frequency of weekly cleaning services from once per week to twice per week and add quarterly custodial services at the Fleet Management, Lee County Sheriff's Office service location. The amendment will increase the contract amount by \$5,752.36 annually. Total expenditures during Fiscal Year 2023-2024 for United States Service Industries, Inc. were \$307,010.82.

III. BACKGROUND AND IMPLICATIONS OF ACTION

On March 7, 2023, the Board of County Commissioners awarded RFP220314SML, Custodial Services for South Lee County, to United States Services Industries, Inc. and United States Service Industries, Inc. to provide custodial services in the South Zone of Lee County, on an as needed basis. The original term of the contract was for three years with an option to renew for up to an additional three years.

On August 20, 2024, Amendment No. 1 was approved by the Board of County Commissioners to relabel the Lee County Sheriff's – South Substation to Lee County Sheriff's – 4th Precinct and update Exhibit A - Scope of Work and Exhibit B - Fee Schedule to increase the frequency of custodial services for the Lee County Sheriff's – 4th Precinct from five cleanings to seven cleanings weekly.

On August 29, 2024, Amendment No. 2 was administratively approved to temporarily stop the porter service at the South County Regional Library location effective September 8, 2024, temporarily stop all custodial services at the current South County Regional Library location effective September 29, 2024, and add custodial services for the temporary location for the South County Regional Library effective September 16, 2024, within Section 18. LOCATIONS of the Exhibit A, SCOPE OF WORK, and the Exhibit B. FEE SCHEDULE of the Agreement.

On December 3, 2024, Amendment No. 3 was approved by the Board of County Commissioners to increase the price for the purchase of custodial services from United States Service Industries, Inc.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various department funds
Comments:	Expenditures will be on an as-needed basis as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets?

Program:
Project:
Account Strings:
Fund Type?

V. RECOMMENDATION

Approve

ATTACHMENTS:

RFP220314SML Custodial Svcs USSI Proposed Am 4 OCR

REVIEWERS:

Angela Cabrini, Procurement
Mary Tucker, Procurement
Anne Henkel, Budget Services
Robert Holborn, County Attorney
Peter Winton, County Manager

Created/Initiated - 9/3/2025
Approved - 9/3/2025
Approved - 9/3/2025
Approved - 9/5/2025
Final Approval - 9/8/2025