

**AGENDA ITEM REPORT**

**DATE:** August 5, 2025  
**DEPARTMENT:** Procurement  
**REQUESTER:** Mary Tucker  
**TITLE:** Approve Contract Amendment for Downtown Building Custodial Services

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**I. MOTION REQUESTED**

- A. Approve Amendment No. 4 to the contract with United States Services Industries, Inc., under Solicitation No. RFP240120SML, Custodial Services for Downtown Buildings to increase the frequency of the daily cleanings for the Rosa Parks Intermodal Facility and increase the corresponding pricing by \$5,039.20 per year for years one through three, \$5,621.76 for year four, and \$5,901.36 for year five.
- 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 Downtown Buildings. The amendment will increase the frequency of custodial service from 3 times per day, 6 days per week to 4 times per day, 7 days per week at Rosa Parks Intermodal Facility. Increased foot traffic from Greyhound's new stop at the location is the basis for the additional custodial services. The change will increase the contract amount by:

- \$5,039.20 per year for years 1-3,
- \$5,621.76, if renewed, for year 4, and
- \$5,901.36, if renewed, for year 5.

Total expenditures to date for Fiscal Year 2024-2025 are \$527,533.34.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

On November 5, 2024, the Board of County Commissioners awarded RFP240120SML, Custodial Services for Downtown Buildings, to United States Service Industries, Inc. to provide custodial services for downtown buildings, 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 two years.

On December 12, 2024, Amendment 1 to the agreement with United States Service Industries, Inc. was administratively approved to add custodial services for the Suncoast ATM Vestibule located outside the Administration East service location, at 2201 Second Street, Fort Myers, FL 33901, increasing the Monthly Service Price for the Administration East Building in the Exhibit B. Fee Schedule of the Agreement by \$52.20.

On February 4, 2025, Amendment 2 to the agreement with United States Service Industries, Inc. was approved by the Board of County Commissioners, to correct the listed square footage of the Human and Veteran Services custodial service location and the new annual prices are \$34,136.64 per year for years one through three, \$38,137.48 for year four, and \$40,036.76 for year five.

On March 25, 2025, Amendment 3 to the agreement with United States Service Industries, Inc. was administratively approved to temporarily reduce the monthly cost of custodial services for the Fort Myers Regional Library custodial service location to account for a temporary reduction in services during a floor renovation. On May 20, 2025, the renovation was completed, and full services continued for the Fort Myers Regional Library custodial service location.

**IV. FINANCIAL INFORMATION**

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

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:**

RFP240120SML Custodial for Downtown USSI Proposed Am 4

**REVIEWERS:**

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

Created/Initiated - 7/23/2025  
Approved - 7/24/2025  
Approved - 7/24/2025  
Approved - 7/24/2025  
Final Approval - 7/24/2025