

**AGENDA ITEM REPORT**

**DATE:** February 4, 2025  
**DEPARTMENT:** Procurement  
**REQUESTER:** Mary Tucker  
**TITLE:** Approve Price Increase Amendment for Custodial Services – Downtown Buildings

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**I. MOTION REQUESTED**

- A. Approve Amendment No. 2 to the contract with United States Services Industries, Inc., under Solicitation No. RFP240120SML, Custodial Services for Downtown Buildings 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.
- 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 to correct the listed square footage of the Human and Veteran Services custodial service location and update the corresponding pricing. The corrected 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. The Agreement began December 9, 2024; total expenditures during Fiscal Year 2022-2023 under this contract were approximately \$632,796.32.

**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.

**IV. FINANCIAL INFORMATION**

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various department funds.
Comments:	The corrected 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.

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets? N/A

Program:

Project:

Account Strings:

Fund Type?

**V. RECOMMENDATION**

Approve

**ATTACHMENTS:**

USSI Am 2 Vendor OCR

**REVIEWERS:**

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

Created/Initiated - 1/24/2025  
Approved - 1/24/2025  
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Approved - 1/24/2025  
Final Approval - 1/24/2025