



Cover Memorandum/Staff Report

File #: 22-1500

Agenda Date: 10/25/2022

Item #: 6.H.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: October 25, 2022

APPROVAL TO INCREASE THE CONTRACT VALUE IN THE AMOUNT OF \$152,239 WITH SUNSHINE CLEANING SYSTEMS, INC. FOR JANITORIAL SERVICES CITY WIDE.

Recommended Action:

Motion to approve increase in the amount of \$152,239 to the contract value due to Florida’s minimum wage yearly increase law and the addition of services for the Delray Beach Municipal Golf Club and Lakeview Golf Club.

Background:

On May 19, 2020, City Commission approved Resolution No. 66-20 with Sunshine Cleaning Systems, Inc. (Sunshine) for RFP 2019-003 Janitorial Services Citywide, in the estimated amount of \$1,382,551 for the Agreement term.

On October 6, 2020, the City Manager approved Amendment No. 1 revising the Agreement to amend the Pricing Schedule to add an additional location in the estimated value of \$23,290.20.

On July 13, 2021, City Commission approved Amendment No. 2 revising the agreement to amend the pricing schedule for one year to add an additional location in the estimated value of \$39,412.00

The contract is a performance-based contract. Contractor is required to provide quality services and supplies to achieve the City established performance standards.

The proposed services consist of furnishing all labor, machines, equipment, tools, materials, and supervision necessary to perform and maintain the facilities in a neat, clean and orderly condition. Quality conformance evaluations will be performed for each building covered by the contract on a monthly basis.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below.

Estimated Contract Value		
Initial Term (three-years) revised	June 29, 2020 - June 28, 2023	\$1,518,961
Renewal Term 1 revised	June 29, 2023 - June 28, 2024	\$ 657,813

Renewal Term 2 revised	June 29, 2024 - June 28, 2025	\$ 657,813
		\$ 2,834,587

A contingency of \$150,000 for the initial three-year term and \$50,000 for each one-year renewal option is included in the above amounts to allow for additional cleaning services, as needed.

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-41-350-519.34-15 - Pending budget amendment

Timing of Request:

Time sensitive as services at the golf courses have lapsed.