



Legislation Text

File #: 17-954, **Version:** 1

TO: Mayor and Commissioners
FROM: Suzanne Fisher, Parks and Recreation Director
THROUGH: Mark R. Lauzier, City Manager
DATE: January 16, 2018

RETROACTIVE APPROVAL OF AMENDMENT NO. 1 BETWEEN THE CITY OF DELRAY BEACH AND IMAGE JANITORIAL SERVICES FOR JANITORIAL SERVICES AT THE DELRAY BEACH GOLF CLUB TO EXTEND THE AGREEMENT UNTIL JUNE 17, 2018.

Recommended Action:

Motion to retroactively approve Amendment No. 1 between the City of Delray Beach and Image Janitorial Services, Inc. to extend the Agreement from June 18, 2017 through June 17, 2018 for janitorial services in an amount not-to-exceed \$32,640.

Background:

On June 18, 2015 the City of Delray Beach issued an Agreement for Janitorial Service with Image Janitorial Services (ITB No. 2015-13) effective through June 17, 2016 with two one-year renewals. On June 18, 2016 the Agreement was renewed through June 17, 2017.

The agreement expired on June 17, 2017, however, Image Janitorial Services, Inc. continued to provide services under the same terms and conditions of the Agreement. The company has agreed to extend the Agreement through June 17, 2018 in an amount not-to-exceed \$32,640.

Staff is currently preparing a competitive solicitation for janitorial services for the Delray Beach Golf Club.

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures, Change Orders and Amendments; Contracts must be amended in the same manner in which they were executed.

City Attorney Review:

Approved as to form and legal sufficiency.

Finance Department Review:

Finance recommends approval.

Funding Source/Fiscal Impact:

Funding is available from account number 445-75-760-575.34-90 DB Municipal Golf Fund, Recreation Facilities, Golf Course, Special Recreation Facilities - Other Contractual Services.

The past two (2) year spending history with Image Janitorial has been \$34,600 each year.

RFP 2018-024 (Delray Beach Municipal Golf Course Janitorial Service) has recently been released by the City of Delray Beach Purchasing Department and will be awarded prior to June 17, 2018 to enable a seamless transition between vendors.

Timing of Request:

This item is time sensitive as the renewal was to take place on June 17, 2017. Image Janitorial has been performing the services noted in the contract since June 2015.