

# | Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: May 28, 2024

## Item Details

Presenter(s): Matt Wetherell, Facilities and Grounds Manager

Department(s): Public Works

### Requested Motion

Motion to approve a second amendment to the multi-year standard services agreement between Worrie Free Cleaning Service, LLC, and the Town of Apex, to include the following additional Town Facilities and associated cost: Public Safety Station No. 6 and Mason Street Municipal Building, effective upon execution through June 30, 2025, and authorize the Town Manager, or their designee, to execute on behalf of the Town.

### Approval Recommended?

Yes

### Item Details

This amendment expands the janitorial contracted services to cover new facilities that came online in FY2024 and incorporates additional services agreed to in the first amendment, dated June 30, 2023, into the original agreement's terms and conditions. Janitorial services in this agreement include daily custodial services and annual deep cleaning of the carpet. The table below summarizes the new facilities, services, and associated costs covered by this amendment.

<b>Added Facility</b>	<b>Custodial Services - Annual Cost</b>	<b>Flooring Deep Cleaning or Waxing - Annual Cost</b>	<b>Total Annual Cost</b>
PSS#6*	\$2,940.00	\$320.00	\$3,260.00
Mason Street Municipal Building	\$35,244.00	\$3,684.45	\$38,928.45
<b>Total Annual Cost</b>			<b>\$42,188.45</b>

*\*This amendment only adds three day per week custodial services to the Police portion of Public Safety Station (PSS) No.6. Custodial services for the Fire portion of PSS No. 6 is completed by staff assigned to the station.*

### Attachments

- CN2-A1: Original Contract Dated June 30, 2022 (CONT-2022-096) - Contract Amendment No. 2 - Worrie Free Cleaning Services LLC - Expansion of Services
- CN2-A2: Amendment No. 1 Dated June 30, 2023 (CONT-2023-186) - Contract Amendment No. 2 - Worrie Free Cleaning Services LLC - Expansion of Services
- CN2-A3: Proposed Amendment No. 2 - Contract Amendment No. 2 - Worrie Free Cleaning Services LLC - Expansion of Services
- CN2-A4: Exhibit A - Building and Service Requirements - Contract Amendment No. 2 - Worrie Free Cleaning Services LLC - Expansion of Services
- CN2-A5: Exhibit B - Service Costs - Contract Amendment No. 2 - Worrie Free Cleaning Services LLC - Expansion of Services

