



MEMO TO CITY COUNCIL

Request to Include Topic on the City Council Agenda

From: Keith Watts, Procurement Division **Meeting Date:** 12/12/2023
Presenter: N/A **Estimated Time:** 0.00
Topic: Approval of Purchase Order (PO) for the Not-to-Exceed amount of \$480,558.60 to KBS for City Facility Janitorial Services.

Recommended Council Action:

Approve and authorize Procurement Manager to sign PO# 24-0109 for FY24 Janitorial Services at City Facilities.

Background:

This PO is associated with the executed Contract Amendment No.1 dated 11/30/2023 in the amount of \$16,250.76, which increased FY24 services total amount to \$480,558.60.