



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB24-036
March 11, 2024
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB24-036: Resolution No. XXXX Selecting City Wide Facility Solutions of Washington, LLC for a 12-month Custodial Contract with option to renew	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed:
PROPOSED ACTION:	Adopt Resolution No. XXXX Selecting City Wide Facility Solutions of Washington, LLC for a 12-month Custodial Contract with option to renew	<input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

REVIEW:	Department Director Finance Legal City Administrator	Jeff Hamlin Janna Walker n/a Mike Chambless	Click or tap to enter a date. 3/1/2024 Click or tap to enter a date. Click or tap to enter a date.
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DEPARTMENT: STAFF: COMMITTEE: EXHIBITS:	Parks & Public Works		
	Patrick Fry		
	Parks & Public Works		COMMITTEE DATE: March 5, 2024
	1. AB24-036x1a (Res. No. XXXX) 2. AB24-036x1b (Contract) 3. AB24-036x2 (Scope of Work) 4. AB24-036x3 (Compensation)		

AMOUNT OF EXPENDITURE	\$ 58,236
AMOUNT BUDGETED	\$ 2,178,584
APPROPRIATION REQUESTED	\$ 0

SUMMARY

INTRODUCTION

This Agenda Bill seeks approval to select City Wide Facility Solutions of Washington, LLC for Custodial Services for a 12-month term beginning April 1st, 2024, with an option to renew at the end of the contract term based on performance. The City requested pricing from multiple vendors selected from the vendor roster list and City Wide Facility Solutions was the low bidder.

BACKGROUND

The City has multiple facilities that require custodial services with varying degrees of required level of service. The facilities on this contract are City Hall, Parks & Public Works, Fire Station, and Police station for a total of roughly 27,000 square feet. The City's current contract with Home Care Masters began March, 2023 and expires March 31, 2024 and the City is choosing to not renew with Home Care Masters.

BUDGET IMPACTS

Administration recommends approving a contract with City Wide Facility Solutions of Washington, LLC in the amount of \$58,236 to perform custodial services at City facilities. This contract is part of the Facilities Maintenance Fund (#510), an internal service fund at the City. The 2023-24 amended Budget appropriates \$2,178,584 for activities within the Facilities Maintenance Fund. Currently, \$1,378,992 has been spent in the current biennium. With the addition of City Wide Facility Solutions of Washington, LLC contract, the remaining Biennial Budget appropriation is \$741,356. Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (Utilities Capital Fund #417) to fund the contract.

Facilities Budget (#510)

2023-2024 Amended Biennial Budget		
Beginning Budget	\$	2,178,584
Expenditures	\$	(1,378,992)
Current Available Budget	\$	799,592
Cost of City Wide Facility Solutions of Washington, LLC Contract	\$	(58,236)
Available Budget after Contract	\$	741,356

NEXT STEPS

Following Council approval staff will work with the Mayor to execute the final contract agreement with City Wide Facility Solutions of Washington, LLC. The City's current contract with Home Care Masters expires at the end of March, 2024 and this contract will allow seamless transition with a new janitor.

PROPOSED ACTION

Move to adopt Resolution No. XXXX selecting City Wide Facility Solutions of Washington, LLC for the new 12-month custodial contract and authorize the Mayor to sign.