



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-036**  
**March 11, 2024**  
**Consent Agenda**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-036:</b> Resolution No. 1682 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:
<b>PROPOSED ACTION:</b>	Adopt Resolution No. 1682 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

<b>REVIEW:</b>	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. 3/4/2024
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<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Patrick Fry		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> March 5, 2024	
<b>EXHIBITS:</b>	1. AB24-036x1a (Res. No. 1682) 2. AB24-036x1b (Contract) 3. AB24-036x2 (Scope of Work) 4. AB24-036x3 (Compensation)		

<b>AMOUNT OF EXPENDITURE</b>	\$ 58,236
<b>AMOUNT BUDGETED</b>	\$ 2,178,584
<b>APPROPRIATION REQUESTED</b>	\$ 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 1<sup>st</sup>, 2024, with an option to renew at the end of the contract term based on performance.

### 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. The City requested

pricing from multiple vendors selected from the vendor roster list and City Wide Facility Solutions was the low bidder.

**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	
<b>Beginning Budget</b>	\$ 2,178,584
<b>Expenditures</b>	\$ (1,378,992)
<b>Current Available Budget</b>	\$ 799,592
<b>Cost of City Wide Facility Solutions of Washington, LLC Contract</b>	\$ (58,236)
<b>Available Budget after Contract</b>	\$ 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. 1682 selecting City Wide Facility Solutions of Washington, LLC for the new 12-month custodial contract and authorize the Mayor to sign.