



## CITY COUNCIL AGENDA ITEM

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**SUBJECT: Janitorial Contract Approval**

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**AGENDA SECTION:** *(check all that apply)*

☐ PRESENTATION    ☐ PUBLIC HEARING    ☐ CONSENT AGENDA    ☐ OLD BUSINESS  
☒ NEW BUSINESS    ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

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**CATEGORY:** *(check all that apply)*

☐ ORDINANCE    ☐ RESOLUTION    ☒ CONTRACT    ☐ POLICY    ☐ STATUS REPORT  
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

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**ACTION REQUESTED:** ☒ DECISION    ☐ DISCUSSION,    ☐ REVIEW, or    ☐ UPDATE ONLY

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**Current Work Session:** [Click or tap to enter a date.](#)

**Current Council Meeting:** Monday, January 24, 2022

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**SUBMITTED BY:** Gia Scruggs, Finance Director

**PRESENTER:** Gia Scruggs

**PURPOSE:** [Click or tap here to enter text.](#)

**FACTS:** The Finance Department published solicitation number 2021-2026 for janitorial services on October 13, 2021. The solicitation closed on November 18, 2021. There were seven vendors that responded to the solicitation. The evaluation committee completed evaluations and all documentation was provided to the Finance Director. The recommendation is to award the janitorial contract to American Family Services, Inc. for an initial annual contract amount of \$96,603.96. Because there may be additional services that the City of Stonecrest may require such as special events, COVID cleaning and disinfecting, and after-hours services, these services were included in the solicitation and cost proposal and will be billed separately. This contract will be funded from the General Fund – Leisure Services. The City currently utilizes Optech to provide landscape, maintenance, and janitorial services.

**OPTIONS:** Approve, Deny, Defer

**RECOMMENDED ACTION:** Approve



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### **ATTACHMENTS:**

- (1) Attachment 1 - AFS Cost Proposal
- (2) Attachment 2 - Janitorial Services Draft Contract
- (3) Attachment 3 - Janitorial Services Bid Summary
- (4) Attachment 4 - AFS Janitorial Proposal 2021-026