



CITY OF TOMBALL

CONTRACT RENEWAL

This amendment by and between the Contractor and the City of Tomball defined below shall be effective as of the date this Amendment is fully executed. To the extent the contract requires the City to issue a Notice of Award Amendment for purposes of exercising the renewal option; this written document shall serve as such Notice of Award Amendment.

CITY OF TOMBALL RENEWAL CONTRACT	
Contractor's Full Legal Name:	ABM Texas General Services, Inc.
Contract No.:	10043
Bid Number:	0000-10043
Solicitation Title/Event Name:	Janitorial Services Contract
Contract Award Date:	November 1, 2019
Current Contract Term:	1 Year

WHEREAS, the Contract is in effect through the Current Contract Term as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. **CONTRACT RENEWAL/EXTENSION.** The parties hereby agree that the contract will be renewed/extended for an additional period of time as follows:

NEW CONTRACT TERM	
Beginning Date of New Contract Term:	October 1, 2022
End Date of New Contract Term:	September 30, 2023

The parties agree the contract will expire at midnight on the date defined as the "End Date of the New Contract Term" unless the parties agree to renew/extend the contract for an additional period of time.

2. **SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
3. **ENTIRE AGREEMENT.** Except as expressly modified by this Amendment, the contract shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the contract (including any written amendments thereto), collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.
4. **PRICING.** It is agreed between both parties that the pricing will be held for one year, at the prices as reflected in EXHIBIT A.
5. **STORM WATER MANAGEMENT PLAN.** When conducting activities for the City of Tomball, contractor will adhere to the City's Storm Water Management Plan and permit issued by the Texas Commission on Environmental Quality, if applicable.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONTRACTOR

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	
Authorized Signature:	
Printed Name and Title of Person Signing:	
Date:	
Company Address:	

CITY OF TOMBALL

Authorized Signature:	
Printed Name and Title of Person Signing:	David Esquivel, PE City Manager
Date:	
Company Address:	501 James Street Tomball, Texas 77375

EXHIBIT A

MINIMUM SPECIFICATIONS

JANITORIAL SERVICES – CITY OF TOMBALL

Bid Number 2019-08

The City of Tomball is accepting sealed bids for Janitorial Services as herein specified.

It is the intention of the City of Tomball to obtain professional Janitorial Services for nine (9) City owned buildings beginning November 1, 2019 and ending October 31, 2020. The City of Tomball will have the right and option to extend the term for three (3) additional one (1) year periods with the same terms and conditions. The City of Tomball will also have the right and option to terminate the Contract upon thirty (30) days written notice.

Cleaning to be performed nightly on the following schedule:

- **City Hall, 401 Market Street:** performed nightly five days a week after 8 PM, Monday through Friday, excluding City holidays.
 - **Mayor's Office:** to be cleaned once per week on Friday.
- **Public Works Administrative Building, 501 James Street:** performed nightly five days a week, Monday through Friday, excluding City holidays.
- **Public Works Service Center, 501 James Street, 1st floor only:** performed nightly five days a week, Monday through Friday, excluding City holidays.
- **Tomball Community Center, 221 Market Street:** performed nightly five days a week after 8 PM, Monday through Friday, excluding City holidays. Additional cleanings during festivals will be requested in advance.
- **Tomball Police Department, 400 Fannin Street:** performed nightly, after 5:00 PM, seven days a week, Monday through Sunday, no City holiday exception.
- **Fire Station #1, 1200 Rudel (Administration Side):** performed nightly five days a week, Monday through Friday, excluding City holidays.

- **IT (Annex Building), 105 S. Cherry Street:** performed once per week, Friday only, if City holiday falls on Friday cleaning must be completed the Thursday prior or Monday following.
- **Visitors Center (Marketing Building), 215 W. Main:** performed once per week, Friday only, if City holiday falls on Friday cleaning must be completed the Thursday prior or Monday following.
- **South Waste Water Treatment Plant, 12411 Holderrieth Boulevard (Office Building):** performed once per week, Friday only, if City holiday falls on Friday cleaning must be completed the Thursday prior or Monday following.

1. Supplies

- a. The City shall provide toilet tissue, hand soap, hand towels, and urinal mats.
- b. Contractor shall provide all cleaning supplies including trashcan liners, disinfectants and equipment.

2. Janitorial Service Contractor will be entering City buildings using a fob system in order to maintain an electronic format of entry.

- a. All employees of Contractor, including subcontractors, must pass a background check, to be completed by the City, and fingerprinting. Fingerprinting will be completed at the company's expense.

3. Contractor will submit monthly checklist to be initialed for each required activity during the month for each facility to ensure compliance with required tasks of the contract.

4. Daily General Cleaning:

- a. All carpet will be vacuumed, and spot cleaned as needed.
- b. All trash receptacles will be emptied, and trash removed to designated areas.
- c. Clean all furniture including desks, tables, chairs, file cabinets, bookshelves, and telephones.
- d. Drinking fountains will be cleaned and disinfected and all exposed metal shall be polished and kept free of foreign matter.
- e. All surfaces, including doors, walls, partition panels, ceramic tiles, etc., will be kept clean and free of spots, smudges, and foreign matter.
- f. All glass doors and glass panels including bright metal finishes and handrails will be cleaned, rubbed, and polished. Partition glass will be cleaned to remove smudges and fingerprints.
- g. Delivery areas will be regulated to maintain a clean appearance.
- h. Mats and runners will be thoroughly vacuumed and kept clean.
- i. All non-captured common area floors will be maintained by any means necessary to achieve optimum cleanliness and appearance normally associated with a first-class facility.
- j. All hard floor surfaces will be swept, damp mopped, and spray buffed as needed.

5. Daily Restroom Cleaning:

- a. All restroom fixtures, including sinks, toilet bowls and urinals will be disinfected. All toilet seats will be disinfected top and bottom. All bright metal accessories, including hardware on plumbing fixtures, partitions and dispensing accessories shall be cleaned and polished weekly.
- b. Trash receptacles will be emptied, cleaned, disinfected, and lined.
- c. Soap, towel, and tissue dispensers will be filled nightly.
- d. Clean all mirrors.
- e. Restroom walls and partitions will be kept clean and free of spots, smudges, graffiti, and foreign matter.
- f. Restroom floors will be cleaned by mopping and rinsing with a disinfecting solution. A specific mop is to be used for this area only and item is to be identified as such.

6. Daily Kitchen Cleaning:

- a. The sinks on all kitchen areas are to be cleaned daily and should be polished weekly.
- b. Trash receptacles and lids will be emptied, cleaned, disinfected, and lined.
- c. Kitchen counters and appliance handles are to be wiped down and sanitized.
- d. All hard floor surfaces will be swept, mopped and spray buffed (if needed).
- e. All surfaces included tables, doors, walls, tile, etc. will be kept clean and free of spots, smudges and foreign matter.
 - i. Microwaves, stoves, etc. are not required to be cleaned.

7. Monthly General Cleaning:

- a. Windowsills and blinds dusted.
- b. All air supply and return grills will be thoroughly cleaned and cobwebs removed from ceiling/ corner areas.
- c. All carpet to be detailed vacuumed along baseboards, edges, furniture, under desks, etc.
- d. Scrub and refinish all tile floors.
- e. Wash down bathroom walls, partitions, including doors.
- f. Urinal mats will be changed monthly in all restrooms.

8. Quarterly Cleaning:

- a. Shampoo carpet using extraction method at City Hall, Public Works Administration Building, Fire Station #1, IT/Marketing and Marketing/Visitors Center.

9. Semi-Annual Cleaning (October & April):

- a. Strip and wax entire hard surfaces at City Hall, Public Works Administration Buildings, Public Works Service Center, Community Center, Police Department, Fire Station #1, IT Annex and Marketing/Visitors Center.
- b. Clean all inside windows, up to seven (7) foot.

10. Schedule of Extra Services and Requirements at Community Center:

- a. When the City's Community Center has a scheduled event during the weekend, it may become necessary to schedule additional services. This service will not be included in the regular monthly contract.
 - i. A notice of two (2) weeks (14 days) will be provided to the janitorial service. A form indicating the date, day, and rooms to be used will be provided, enabling the janitorial company to plan for additional service

following the event. The janitorial service will be advised via email (if provided) or by phone.

- b. Weekend Community Center cleaning to include all items under:
 - i. Daily General Cleaning
 - ii. Restroom Cleaning

EXHIBIT B

BID NUMBER 2019-08 : JANITORIAL SERVICES - CITY OF TOMBALL								
ABM Texas General								
ITEM	LOCATION	Cost for Daily General Cleaning (per month)	Cost for Daily Restroom Cleaning (per month)	Cost for Daily Kitchen Cleaning (per month)	Cost for Monthly Cleaning (per month)	Cost for Quarterly Cleaning (per quarter)	Cost for Semi - Annual Cleaning (per occurrence)	Total per year for location
1	City Hall - 401 Market St.	\$11,515.01	\$1,718.66	\$859.33	\$1,718.66	\$286.44	\$85.93	\$16,184.03
2	Tomball Police Department - 400 Fannin St.	\$16,888.68	\$2,520.70	\$1,260.35	\$2,520.70	\$420.12	\$126.03	\$23,736.58
3	Public Works Admin. Building - 501 James St.	\$19,191.68	\$2,864.43	\$1,432.22	\$2,864.43	\$477.41	\$143.22	\$26,973.39
4	Public Works Service Center - 501 James St.							\$2,482.51
5	Community Center - 221 Market St.	\$8,442.43	\$1,203.06	\$601.53	\$1,203.06	\$200.51	\$60.15	\$11,710.74
6	IT(Annex Building) - 105 S. Cherry St.							\$1,324.00
7	Fire Station # 1 Administration - 1200 Rudel	\$3,343.62	\$499.05	\$249.52	\$496.50	\$83.17	\$24.95	\$4,696.81
8	Vistors Center (Marketing Building) 215 W. Main Street							\$1,117.13
9	S. Waste Water Treatment Plant - 12411 Holderrieth Blvd.							\$1,082.12

TOTAL BID PER YEAR: \$ \$89,307.31

BID NUMBER 2019-08 : JANITORIAL SERVICES - CITY OF TOMBALL**COST FOR EXTRA SERVICES: Weekends Community Center**

ITEM	DESCRIPTION	Hourly Rate	Minimum Charge	Total
1	Saturday Cleaning Only	\$16.50	\$135.00	\$135.00
2	Sunday Cleaning Only	\$16.50	\$135.00	\$135.00
3	Saturday & Sunday Cleaning	\$16.50	\$135.00	\$135.00

D - 4 REVISED