

AGENDA ITEM REPORT

DATE: December 3, 2024
DEPARTMENT: Procurement
REQUESTER: Mary Tucker
TITLE: Approve Amending Contract for Custodial Services - North Zone

I. MOTION REQUESTED

- A. Approve Amendment No. 4 to the contract with United States Service Industries, Inc., under Solicitation No. RFP220232SML, Custodial Services for North Zone Lee County to increase the price for the purchase of custodial services from United States Service Industries, Inc. The amendment will increase the contract amount for United States Service Industries, Inc. by an average of 6.5% annually, with total anticipated expenditures in the amount of \$351,149.91.
- B. Authorize the County Manager or designee to execute the amendment on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves amending the contract with United States Service Industries, Inc. for Custodial Services for North Zone Lee County to increase the price of custodial services. The amendment will increase the contract amount by an average of 6.5% annually, with total anticipated expenditures in the amount of \$351,149.91. Total expenditures during Fiscal Year 2023-2024 for United States Service Industries, Inc. were \$329,718.23.

There were no price increases on this contract in 2023 or 2024. The Vendor requested an 8.33% increase on this contract. The County negotiated the price with the Vendor and was able to lower the Vendor's proposed increase from their requested 8.33% price increase to a 6.5% increase. The Florida minimum wage increased by \$1.00 from \$11.00 to \$12.00 on September 30, 2023, and then another \$1.00 from \$12.00 to \$13.00 on September 30, 2024, meaning the minimum wage has increased by \$2.00, or 18.18%, during the term of these contracts. Therefore, County staff finds the increase to be fair and reasonable compared to the risk of a rebid being the same or lower.

III. BACKGROUND AND IMPLICATIONS OF ACTION

On December 6, 2022, the Board of County Commissioners awarded RFP220232SML, Custodial Services for North Zone Lee County, to United States Service Industries, Inc. to provide annual custodial maintenance of Depot #1 Natural Resources, Pine Island Library, and Sheriff Substation, North District. The original term of the contract was for 3-years with an option to renew for up to 3 additional years.

On January 18, 2023, Amendment No. 1 was administratively approved to add the pricing for custodial services at for the North Fort Myers Library to the Exhibit B. Fee Schedule, which was included in the County's Notice of Intended Decision and included in the Exhibit A. Scope of Work of the Agreement but was erroneously left out of the Exhibit B. Fee Schedule.

On September 19, 2023, Amendment No. 2 was approved by the Board of County Commissioners to add the pricing for custodial services at for the Health Department – Pondella to the Exhibit B. Fee Schedule.

On October 9, 2023, Amendment No. 3 was administratively approved to remove pressure cleaning services from the Exhibit A. Scope of Work, as the County intended to use a separate pressure cleaning contract for those services.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	Yes
Fund:	Various funds
Comments:	Expenditures will be on an as-needed basis, as approved in departments' annual adopted budgets.

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets?
Program: Various
Project:
Account Strings:
Fund Type?

V. RECOMMENDATION

Approve

ATTACHMENTS:

RFP220232SML USSI Proposed Am 4, RFP220232SML USSI Contract, RFP220232SML USSI Am 1, RFP220232SML USSI Am 2, RFP220232SML USSI Am 3

REVIEWERS:

Angela Lamontagne, Procurement
Mary Tucker, Procurement
Anne Henkel, Budget Services
Robert Holborn, County Attorney
Peter Winton, County Manager

Created/Initiated - 11/21/2024
Approved - 11/22/2024
Approved - 11/22/2024
Approved - 11/22/2024
Final Approval - 11/22/2024