

## **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends that the Board of Trustees approves the contract revision for additional funds and extension of the contract for custodial services at the Plano Campus from D&A Building Services, Inc. for Facilities Operations.

## **BACKGROUND**

This contract provides all labor, equipment, and materials needed to perform custodial services at the Plano Campus.

## **IMPACT OF THIS ACTION**

Custodial services are essential to the day-to-day operations of the campus, providing a safe, functional, and clean environment for the students, faculty, staff, and guests to work and learn.

Collin College's leadership has tasked the Purchasing Department, in coordination with Facilities Operations, to consolidate the custodial services contracts for all campus locations under one solicitation. The contract is set to expire on December 31, 2023. To allow for continuation of these services during the solicitation and evaluation of the new RFP, this request is for the approval of additional funds to cover the cost of goods and services and extension of the contract through March 31, 2024 to allow time for the implementation of a possible district-wide contract.

## **BUDGET INFORMATION**

The Board has approved a total spend authorization of \$2,705,000. This purchasing request is for spend authorization of an additional \$300,000 which is in the Facilities Operations' FY24 operating budget. Current contract spend is \$2,695,306.

## **MONITORING AND REPORTING TIMELINE**

The new contract term is January 1, 2021 through March 31, 2024.

## **RESOURCE PERSONNEL**

Dr. Bill King, Executive Vice President  
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