



Wharton County Junior College

Proposed Agenda Item Board of Trustees Meeting

Complete this form and submit it to the Office of the President by noon on Friday, 11 days prior to the Tuesday evening meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: October 17, 2017 Date of This Proposal: October 9, 2017

SUBJECT:

Approve a one year extension of the agreement with Ambassador Services to provide janitorial services at the Richmond and Bay City locations for \$129,390.00 a year.

RECOMMENDATION:

Approve a one year extension of the agreement with Ambassador Services to provide janitorial services at the Richmond and Bay City locations for \$129,390.00 a year.

BACKGROUND/RATIONALE:

The College selected Ambassador Services 2 years ago after evaluating 4 proposals from companies to provide janitorial services at the Richmond and Bay City campuses. Their winning bid called for a 2 year initial term with the possibility of a series of 1 year renewals after that by mutual agreement. Ambassador Services has done a satisfactory job in cleaning both facilities. The only change to the contract is a monthly increase of \$1,267.50 to cover the new Cosmetology and Process Technology areas. It is our recommendation that we approve Ambassador Services as our Janitorial provider for an additional year expiring 8-31-2018.


Estimated Cost & Budgetary Support (how will this be paid for?): \$129,390.00

Unrestricted Operating Budget

RESOURCE PERSON(S) [name(s) and title(s)]:

Bryce D. Kocian, Vice President of Administrative Services
Mike Feyen, Director of Facilities Management
Philip Wuthrich, Director of Purchasing


SIGNATURES:



Originator

10-9-17 10/9/17

Date



Cabinet-Level Supervisor

10/10/17

Date

PRESIDENT'S APPROVAL:

Date