

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract for window cleaning services from D&A Building Services, Inc. for the District.

BACKGROUND

This contract will provide all labor, equipment, and materials needed to perform window cleaning services from D&A Building Services, Inc. for the District.

Invitation To Bid (ITB) Number 4519 was issued to procure window cleaning services for the District. Two (2) responses were received and evaluated by a team consisting of Facilities Operations staff. The bid submitted by D&A Building Services, Inc. is recommended as the best value to the District based upon evaluation scores.

IMPACT OF THIS ACTION

Window cleaning services clean all exterior windows at the facilities to maintain a clean, neat appearance creating an inviting and comfortable atmosphere for students, staff, and guests.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$450,000 for three (3) years, which is budgeted in the FY23 Facility Plant Operations' operating budget and subsequent years' budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The term of contract will be three (3) years beginning December 1, 2022 through November 30, 2025.

RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer
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