

## **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a contract to purchase custodial services from D&A Building Services, Inc. for the Wylie and Technical campuses.

## **BACKGROUND**

This contract will provide all labor, equipment, and materials needed to perform custodial services at the Wylie and Technical campuses. Request For Proposal (RFP) Number 4532 was issued to procure custodial services for the Wylie and Technical campuses. Fourteen (14) responses were received and evaluated by a team consisting of Facility Managers from two (2) campuses and three (3) Facilities Supervisors. The proposal submitted by D&A Building Services, Inc. is being recommended as the best value to the District, based upon evaluation scores.

## **IMPACT OF THIS ACTION**

Custodial services provide a safe, functional, and clean working/learning environment for the students, faculty, staff, and guests. Custodial services aim to maintain high quality cleaning standards to prevent the spread of illnesses and safety issues.

## **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$5,630,720 for the term of the contract, which is budgeted in the Facility Plant Operations departments' FY23 operating budget and subsequent years' budgets, subject to Board approval. Through April 28, 2023, the current contract spend (June 1, 2020 through June 30, 2023) for Wylie Campus is \$2,030,160 and the current contract spend (July 1, 2020 through June 30, 2023) for Technical Campus is \$2,102,801. Total current spend for both contracts is \$4,132,962.

## **MONITORING AND REPORTING TIMELINE**

The term of contract is July 1, 2023 through December 31, 2026.

## **RESOURCE PERSONNEL**

Melissa Irby, Chief Financial Officer  
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