

BID #	DESCRIPTION	AMOUNT
	CONTRACT RENEWALS	
3520	RENEWAL OF ANNUAL CONTRACT FOR CUSTODIAL SERVICES FOR THE COURTYARD CENTER CAMPUS ServiceMaster Clean Plano, TX	\$97,973.50 (not to exceed)

TO: The Board of Trustees
FROM: President Cary Israel
DATE: December 17, 2013
SUBJECT: Recommendation for Renewal of Bid 3520 - Annual Contract for Custodial Services for the Courtyard Center Campus.

SCOPE: First renewal of the annual contract to provide custodial services at the Courtyard Center Campus. The initial term of contract was for one (1) year with an option to renew two (2) additional consecutive years upon mutual agreement and Board approval. Term of contract: 1/1/2014 through 12/31/2014.

RECOMMENDATION: ServiceMaster Clean \$97,973.50
Plano, TX (not to exceed)

Annual daily cleaning: \$84,453.50

Annual cost for cleaning materials: \$5,720.00

Estimated annual requested labor based on approximately 500 hours at \$15.60 per hour. \$7,800.00

(2012 - 2013) contract: \$97,305.28
(Previous contract Included window cleaning, which is now a separate contract. Vendor requested Consumer Price Index (CPI) increase of 4%. CPI based on Consumer Price Index-All Urban Consumers-United States Average-All items (CPI-U), as published by the United States Department of Labor, Bureau of Labor Statistics).

JUSTIFICATION: Originally awarded as Best evaluated offer.