

**Purchase Request #2**  
**Regular Board Meeting May 26, 2020**  
**Consideration of Approval to Purchase**  
**Custodial Services for the Technical Campus**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a contract to purchase custodial services for the Technical Campus from UBM Enterprise, Inc. (UBM).

**BACKGROUND**

This contract will provide all labor, equipment, and materials needed to perform custodial services at the Technical Campus. UBM has been providing exceptional custodial services at the District for over three (3) years.

Request for proposal (RFP) Number 4301 was issued to procure custodial services for the Technical Campus. Ten (10) responses were received and evaluated by a team consisting of District Facility Managers who determined the proposal submitted by UBM Enterprise would provide the best value to the District. The proposal submitted by UBM Enterprise was determined to be both responsible and responsive to all solicitation requirements.

**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 \$2,201,280.12 for three (3) years, which is budgeted in the Technical Campus Facility Plant Operations department's FY20 operating budget and subsequent years' budgets subject to Board approval. There is no historical data since this is a new campus.

**MONITORING AND REPORTING TIMELINE**

The term of the contract will be three (3) years beginning July 1, 2020, through June 30, 2023.

**RESOURCE PERSONNEL**

Toni Jenkins                      Senior Vice President of Campus Operations                      972-758-3880