

| BID # | DESCRIPTION | AMOUNT |
|--------------|---|---------------------------------|
| | CONTRACT RENEWALS | |
| 3492 | ANNUAL CONTRACT FOR CUSTODIAL SERVICES FOR THE COLLIN HIGHER EDUCATION CENTER ServiceMaster Clean Plano, TX | \$117,535.76 (not to exceed) |

TO: The Board of Trustees

FROM: Interim District President Colleen Smith

DATE: November 25, 2014

SUBJECT: Recommendation for Renewal of Competitive Sealed Bid 3492 – Annual Contract for Custodial Services for the Collin Higher Education Center.

SCOPE: Second and final renewal of the annual contract to provide custodial services at the Collin Higher Education Center. The initial 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: 12/1/2014 through 11/30/2015.

RECOMMENDATION: ServiceMaster Clean \$117,535.76
Plano, TX (not to exceed)

| | |
|--|--------------|
| Annual daily cleaning: | \$100,419.70 |
| Annual cost of cleaning materials: | \$9,336.06 |
| Estimated annual requested labor based on approximately 500 hours at \$15.56 per hour: | \$7,780.00 |

(2013 – 2014) contract: \$115,571.10
(Vendor requested Consumer Price Index (CPI) increase of 1.7%. CPI based on September 2014 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: ServiceMaster Clean currently handles all the custodial needs for the District, and has been providing the District custodial services since 2008. ServiceMaster has continuously been the lowest responsible bidder on custodial bids for at least the last 5 years.