

**Purchase Request #13
Regular Board Meeting April 28, 2020
Consideration of Approval to Purchase
Custodial Services for Wylie Campus**

ADMINISTRATION RECOMMENDATION/REPORT

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

BACKGROUND

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

Request for proposal (RFP) Number 4300 was issued to procure custodial services for the Wylie Campus. Five (5) 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 \$2,340,000 for three (3) years, which is budgeted in the Wylie Campus Facility Plant Operations departments' FY20 operating budget and subsequent year's budgets subject to Board approval. There is no historical data since this is a new campus.

MONITORING AND REPORTING TIMELINE

The term of contract will be three (3) years beginning June 1, 2020 through May 31, 2023.

RESOURCE PERSONNEL

Steven Bassett

Chief Financial Officer

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