

BID #	DESCRIPTION	AMOUNT
	CONTRACT RENEWALS	
3520	ANNUAL CONTRACT FOR CUSTODIAL SERVICES FOR THE COURTYARD CAMPUS CENTER ServiceMaster Clean Plano, TX	\$99,541.28 (not to exceed)

TO: The Board of Trustees

FROM: Interim District President Colleen Smith

DATE: December 16, 2014

SUBJECT: Recommendation for Renewal of Competitive Sealed Bid 3520 – Annual Contract for Custodial Services for the Courtyard Campus Center.

SCOPE: Second and final renewal of the annual contract to provide custodial services at the Courtyard Campus 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: 1/1/2015 through 12/31/2015.

RECOMMENDATION: ServiceMaster Clean \$99,541.28
 Plano, TX (not to exceed)

Annual daily cleaning:	\$85,804.76
Annual cost of cleaning materials:	\$5,811.52
Estimated annual requested labor based on approximately 500 hours at \$15.85 per hour which includes the 1.6% CPI increase :	\$7,925.00

(2013 – 2014) contract: \$97,973.50
 (Vendor requested Consumer Price Index (CPI) increase of 1.6%. CPI based on October 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 five (5) years.