



**Interoffice Memorandum**

July 7, 2021

**TO:** Mayor Jerry L. Demings  
-AND-  
County Commissioners

**FROM:** Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,  
Procurement Division

**CONTACT:** Rich Steiger, FMA, Manager, Facilities Management Division  
407-836-7473

**SUBJECT:** Approval of Amendment No. 13, Contract Y18-163E, Countywide  
Janitorial Services- West District Buildings

**ACTION REQUESTED:**

Approval of Amendment No. 13, Contract Y18-163E, Countywide Janitorial Services-  
West District Buildings, with Florida Cleaning Systems, Inc., in the estimated amount of  
\$103,588.86, for a revised total estimated contract amount of \$739,651.45.

**PROCUREMENT:**

This amendment will extend the contract for three months and add associated funding  
to provide continued coverage for janitorial services while a new solicitation process is  
completed. Request for Proposals Y21-185-AV has been issued with proposals due no  
later than July 20, 2021.

**FUNDING:**

Funding is available in account number 0001-043-1713-3170.

**APPROVALS:**

The Facilities Management Division concurs with this recommendation.

**REMARKS:**

On October 1, 2018, the Board authorized award of Contract Y18-163E in the amount  
of \$494,566.75 for a one-year term, renewable for two additional one-year terms.

Previous amendments to the contract are as follows:

- Amendment No. 1: Effective May 1, 2019, added funding due to consumable price increases in the amount of \$49,456.68. The contract amount increased to \$544,023.43.
- Amendment No. 2: Effective April 1, 2019, added recycling terms to the scope of services. The contract amount remained unchanged at \$544,023.43.
- Amendment No. 3: Effective July 2, 2019, added janitorial services to Sheriff office SWAT team for an increase amount of \$18,546.77. The contract amount increased to \$562,570.20.
- Amendment No. 4: Effective July 15, 2019, added floor scrubbing to Fleet Management hard surface floors for an increase of \$29,573.52. The contract amount increased to \$592,143.72.
- Amendment No. 5: Effective October 1, 2019, renewed the contract from October 1, 2019 through September 30, 2020 with a 3% market increase, an increase of \$17,764.31. The contract amount increased to \$609,908.03.
- Amendment No. 6: Effective December 4, 2019, added day porter services to Fleet Management for an increase of \$13,509.60. The contract amount increased to \$623,417.63.
- Amendment No. 7: Effective October 1, 2020, renewed the contract from October 1, 2020 through September 30, 2021. The contract amount remained unchanged at \$623,417.63.
- Amendment No. 8: Effective July 20, 2020, added terms for Centers for Disease Control and Prevention disinfecting guidelines. The contract amount remained unchanged at \$623,417.63.

Amendment No. 9: Effective August 12, 2020, added the Barnett Clubhouse to janitorial services for a contract increase of \$3,564.36. The contract amount increased to \$626,981.99.

Amendment No. 10: Effective January 7, 2021, reduced the price of Lot E – EMS for a decrease of \$1,847.04. The contract amount decreased to \$625,134.95.

Amendment No. 11: Effective February 1, 2021, added day porter services to the South wood Community Center complex for an increase of \$13,925.60. The contract amount increased to \$639,060.55.

Amendment No. 12: Effective March 1, 2021, removed the John Bridges Community Center for a decrease amount of \$2,997.96. The contract amount decreased to \$636,062.59.