



Interoffice Memorandum

March 8, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

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

SUBJECT: Approval of Amendment No. 4, Contract Y14-1002, Janitorial Services
for the Sand Lake Road Sun Rail Station

ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y14-1002, Janitorial Services for the Sand Lake Road Sun Rail Station, with Heavenly Hearts Cleaning Services, Inc., in the amount of \$75,955, for a revised total contract amount of \$286,139.

PROCUREMENT:

To add janitorial services to Meadow Woods Sun Rail Station located at 110 Fairway Woods Blvd., Orlando, FL 32824 and add event services beyond 11:00 P.M.

FUNDING:

Funding is available in account 0001-043-1715-3710.

APPROVALS:

The Facilities Management Division concurs with this recommendation.

REMARKS:

On May 13, 2014, the Board approved award of Contract Y14-1002 in the amount of \$172,580 for a three-year term, renewable for two additional one-year terms. Previous amendments to the contract are as follows:

Amendment No. 1: Added cleaning services on the electronic equipment at the Sand Lake Road Sun Rail Station, which increased the total contract amount by \$29,520, from \$172,580 to \$202,100.

Amendment No. 2: Renewed the contract for the period of June 1, 2017 through May 31, 2018.

Amendment No. 3: Renewed the contract for the period of June 1, 2018 through May 31, 2019. Renewal included a price adjustment supported by the CPI Index which increased the total contract amount by \$8,084, from \$202,100 to \$210,184.