

**ACTION ITEM
BOARD OF SUPERVISORS**

DATE: August 18, 2009

TO: Board of Supervisors
FROM: Chris Hoppe *CH*
Director of Parks, Recreation and Community Facilities
ISSUE: Award a Contract for Custodial Services at County Facilities

STAFF RECOMMENDATION: Approval

BUDGET IMPACT: \$219,303

ATTACHMENTS: (3)

- [1] Background Report [3] Reso/Ord/Proc # R09-290
- [2] Funding Breakdown [] Reso/Ord/Proc #
- [] [] Reso/Ord/Proc #

REVIEW: [X] County Administrator's Office *[Signature]*

[] Legal _____

[X] Finance and Budget *Marisa Peroff*

- [X] **Consent Agenda** [] **Other Business** [] **Public Hearing**
- [] **Discussion Item** [] **Presentation** [] **Unfinished Business**
- [] **New Business**

PRESENTATION BY: N/A

ELECTION DISTRICT: N/A

BACKGROUND REPORT

Parks, Recreation and Community Facilities contracts outside custodial services that are beyond the capabilities of County resources. Bids were received from nine different cleaning service contractors. The contract was awarded to C.C. Building Services through FY2010 with the option of renewal up to four (4) one-year periods. The FY2010 budget includes \$219,303 for contracted custodial services. Staff recommends approval of this contract for FY2010.

Attachment 2 summarizes FY2010 funding.

C.C. BUILDING SERVICES
Custodial Services

R09-290
Attachment 2

| | Amount |
|-----------------------|---------------------|
| Administration Center | \$83,928.00 |
| Animal Control | \$3,885.00 |
| Courthouse | \$70,844.80 |
| Porter Library | \$28,929.60 |
| R-Board | \$2,015.00 |
| Social Services | \$6,000.00 |
| Utilities Field Ops | \$13,200.00 |
| Utilities Admin | \$10,500.00 |
| TOTAL COST | \$219,302.40 |

PROPOSED

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 18th day of August, 2009:

MEMBERS:

George H. Schwartz, Chairman
Harry E. Crisp II, Vice Chairman
M. S. "Joe" Brito
Mark Dudenhefer
Paul V. Milde III
Cord A. Sterling
Robert "Bob" Woodson

VOTE:

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO AUTHORIZE THE COUNTY ADMINISTRATOR TO
AWARD A CONTRACT FOR CUSTODIAL SERVICES AT VARIOUS
COUNTY FACILITIES

WHEREAS, professional custodial services are needed at various County facilities; and

WHEREAS, the bidding process has been completed, resulting in C. C. Building Services submitting the most responsive bid; and

WHEREAS, funds are available in the FY 2010 budget;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 18th day of August, 2009, that the County Administrator be and he hereby is authorized to award a contract to C. C. Building Services in an amount not to exceed Two Hundred Nineteen Thousand Three Hundred Three Dollars (\$219,303); and

BE IT FURTHER RESOLVED that subject to funds being appropriated each year for this purpose, the contract shall have an option to renew for up to four additional one-year terms, if mutually agreed upon.