

**ACTION ITEM
BOARD OF SUPERVISORS**

DATE July 1, 2008

TO Board of Supervisors
FROM Ron Billingsley *R.B.*
Director Public Services
ISSUE Renew a Contract for Custodial Services at County Facilities

STAFF RECOMMENDATION Approval

BUDGET IMPACT. Budget in Account # 100-4320-431-3163, \$148,510
100-4322-431-3163, \$ 28,855
100-4324-431-3163, \$ 41,038
100-5310-442-5420, \$ 7,938
510-5030-503-3320, \$ 14,553
510-5090-503-3320, \$ 10,710
\$251,604

ATTACHMENTS (3)

- [1] Background Report [3] **Reso/Ord/Proc # R08-298**
- [2] Chart [] **Reso/Ord/Proc #**
- [] [] **Reso/Ord/Proc #**

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

[X] Legal *[Signature]*

[X] Budget Division *[Signature]* *from Betty A. H... from Nancy Collins*

[X] Finance Division *[Signature]*

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

PRESENTATION BY N/A

ELECTION DISTRICT N/A

BACKGROUND REPORT

The Department of Public Services, Property Management Division, outsources custodial services that are beyond the capabilities of County resources. Facilities included in this contract are the Administration Center, Judicial Center, Rowser Building, John Porter Library, Utilities' Offices and Warehouse, R-Board Offices, and Social Services rental office space. This was a joint proposal with Stafford County Schools.

Currently, the County has a contract with CC Building Services to provide custodial services at these locations. This will be the last year for renewal of this contract. The cost of these services reflects a 5% increase. Attachment 2 summarizes FY2008 and proposed FY2009 services and funding.

Staff recommends approval of proposed Resolution R08-298.

**Resolution R08-298
Cost By Departments
For Outsource Custodial Services**

Department	Locations	Budget Accounts	FY2008	5% Increase	FY2009
Public Services	Administration Building	100-4320-431-3163	91,038	4,552	95,590
Public Services	Courthouse	100-4320-431-3163	50,400	2,520	52,921
Public Services	Porter Library	100-4322-431-3163	27,480	1,374	28,854
Public Services	Rowser Building	100-4324-431-3146	39,084	1,954	41,038
Social Services	Rental Offices	100-5310-442-5420	7,560	378	7,938
Utilities	Field Operations	510-503-503-3320	13,860	693	14,553
Utilities	Administration Offices	510-5090-503-3320	10,200	510	10,710
					251,604

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 1st day of July, 2008

MEMBERS

VOTE

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

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

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

WHEREAS, the Department of Public Services, Property Management Division, desires the services of outside contractors to perform custodial services that are beyond the capabilities of County resources,

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 1st day of July 2008, that the County Administrator be and he hereby is authorized to execute a contract with CC Building Services in an amount not-to-exceed Two Hundred Fifty-one Thousand Six Hundred Four Dollars (\$251,604)

AJR RLB ww b