

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	08/23/10	Open	Action	08/02/10

Subject: Approving the First Amendment to the Contract for Janitorial Services with PRIDE Industries

ISSUE

Whether or not to approve the First Amendment to the Contract for Janitorial Services with PRIDE Industries.

RECOMMENDED ACTION

Approve Resolution 10-08-____, Approving the First Amendment to the Contract for Janitorial Services to PRIDE Industries.

FISCAL IMPACT

Budgeted:	Yes	This FY11:	\$ 153,482
Budget Source:	Operating	Next FY12:	\$ 150,000
Funding Source:	Local	Annualized:	\$ N/A
Cost Cntr#	37	Total Amount:	\$ 303,482
GL Acct(s) #:	630027		
Total Budget:	\$ 303,482		

Original Contract:	\$576,858
First Amendment:	- \$92,621
New Contract Total:	\$484,237

DISCUSSION

On March 22, 2004, Board Resolution 04-03-0061, authorized the General Manager/CEO to negotiate an agreement with PRIDE Industries for janitorial services at RT's facilities and light rail stations in lieu of competitive bidding, subject to RT Board approval. PRIDE Industries is a non-profit organization that creates jobs for people with disabilities. As a non-profit, PRIDE can provide its services to RT in a very cost-effective manner. Moreover, RT has been very satisfied with the work performed by PRIDE Industries and PRIDE has been very responsive to RT staff concerns. RT also values PRIDE Industries' mission to provide training and employment to developmentally disabled adults of varying skill levels. For these reasons, the RT Board concurred that it was in RT's best interests to proceed with a non-competitive procurement with PRIDE Industries.

On June 22, 2009, the RT Board approved a 3-year contract with PRIDE Industries, for janitorial services at RT's facilities and light rail stations. The contract also has an option to extend the term for an additional 2 years. The Contract was executed on July 13, 2009, effective August 1, 2009. To date, RT has expended \$180,855.08 out of FY10. Due to budget reductions, staff recommends

Approved:

Presented:

FINAL 8/16/10

General Manager/CEO

Director of Facilities

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several changes to the contract scope of services that will be effective August 1, 2010. See Exhibit A for details regarding the revised price and work schedule. This amendment represents a 17% reduction in scope of service, service frequencies and cost from FY10. The PRIDE Industries contract for janitorial service must be modified any time RT expands it facilities, reduces its size, or when funding is not available. Because of RT’s on-going budget fluctuations, staff requests that the Board delegate to the General Manager/CEO, authority to approve amendments to the Contract up of up to a \$250,000 increase or decrease in the total contract price. This will allow more flexibility in restoring service should funding become available or decreasing service should further funding shortfalls occur.

Staff recommends that the Board approve the First Amendment to the Contract for Janitorial Services, as revised, wherein the total consideration is decreased by \$92,621, from \$576,858 to \$484,237 and the scope of work is modified to delete work. Staff also recommends that the Board delegate authority to the General Manager/CEO to approve any future amendments to the Principal Agreement of up to a \$250,000 increase or decrease in the total contract price for the duration of the contract term.

RESOLUTION NO. 10-08-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

August 23, 2010

APPROVING THE FIRST AMENDMENT TO THE CONTRACT FOR JANITORIAL SERVICES WITH PRIDE INDUSTRIES

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the First Amendment to the Contract between the Sacramento Regional Transit District, therein referred to as "RT," and PRIDE Industries, therein referred to as "Contractor," whereby Contractor agrees to provide janitorial services as revised in Exhibit A, and the total consideration is decreased by \$92,621, from \$576,858 to \$484,237, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said First Amendment.

THAT, the Board delegates to the General Manager/CEO authority to approve amendments to the Principal Agreement of up to a \$250,000 increase or decrease in the total contract price for the duration of the contract term.

STEVE MILLER, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

To: Ann Kent
Sacramento Regional Transit

From Tim Vanover
PRIDE Director of Commercial Services
PRIDE Industries

Re: SERVICE REDUCTION QUOTE: PRIDE Custodial Services

SCOPE OF SERVICE:

PRIDE will provide custodial services in accordance with "Attachment A" scope of work, days of service and pricing listed below.

PRICING:

Estimated Square Footage	Days Per Week	Building Name	Monthly Price	Annual Price	Estimated Hours Per Week	% of Cost
8000	5	1225 R street	\$ 1,288.70	\$ 15,464.40	11.9	14.9%
5680	3	Finance	\$ 570.34	\$ 6,844.04	5.3	6.6%
8909	3	HR- G street	\$ 618.23	\$ 7,418.73	5.7	7.1%
6800	3	Bell Building	\$ 561.63	\$ 6,739.55	5.2	6.5%
11024	3	Engineering	\$ 648.70	\$ 7,784.44	6.0	7.5%
5600	3	BMF2 -McClellan	\$ 522.45	\$ 6,269.35	4.8	6.0%
3500	3	BMF1-Bus Maint	\$ 557.28	\$ 6,687.31	5.2	6.4%
55808	3	1400 29th- Admin	\$ 2,298.76	\$ 27,585.14	21.3	26.6%
8000	3	2760 Academy	\$ 474.56	\$ 5,694.66	4.4	5.5%
3400	3	2750 Academy	\$ 448.43	\$ 5,381.19	4.1	5.2%
5000	1	2501 Land	\$ 148.03	\$ 1,776.32	1.4	1.7%
	3	2700 Academy	\$ 513.74	\$ 6,164.86	4.8	5.9%
121721		Night Shift Totals	\$ 8,650.83	\$ 103,810.00	80.0	100.0%
As Assigned	5	Dayporter Service	\$ 3,803.78	\$ 45,645.30	40	
TOTALS			\$ 12,454.61	\$ 149,455.30	120	

Labor Breakdown

Position	Wage	Benefits	FICA	SUI	Workers Comp	Other Expenses	G & A	Profit	Loaded Wage	% Markup
Supervisor	\$ 13.75	\$ 6.34	\$ 1.05	\$ 0.09	\$ 0.96	\$ 1.31	\$ 3.36	\$ 1.10	\$ 27.96	103%
Dayporter	\$ 11.15	\$ 4.26	\$ 0.85	\$ 0.09	\$ 0.78	\$ 1.31	\$ 2.63	\$ 0.86	\$ 21.94	97%
Custodian	\$ 11.15	\$ 4.26	\$ 0.85	\$ 0.09	\$ 0.78	\$ 1.31	\$ 2.63	\$ 0.86	\$ 21.94	97%

Summary of Changes

- ✓ Number of service days changed to as listed above.
- ✓ Mills Station removed from contract
- ✓ 2700 Academy added to contract
- ✓ Cost per facility revised to reflect % of labor used in each facility versus % of square footage.
- ✓ Revised pricing and personnel adjustments to take affect on August 1st 2010

REGIONAL TRANSIT SCOPE OF WORK ATTACHMENT “A”

CUSTODIAL SCOPE OF WORK – ALL AREAS

This scope of work applies to the following buildings: 1225 R street, Financial Bld., G Street HR Building, Bell Bld, Engineering Bld., BMF2 McClellan, BMF1 Bus Maintenance, 1400 29th Street, 2700 Academy, 2760 Academy, 2750 Academy and 2501 Land

Daily = Number of days building is serviced per week

Restrooms

Sinks & Counters	Clean and sanitize	Daily
Mirrors	Spot clean	Daily
Toilets/Urinals	Clean and sanitize	Daily
Trash Removal	Empty trash and change liner as required	Daily
Floors	Sweep and Mop	Daily
Consumables	Check all supplies and refill	Daily
Dusting	Vents, Partitions horizontal surfaces	Daily

Lobbies/Entrance

Interior glass	Clean glass doors and frames	Daily
Floors	Vacuum offices	1 x week
Trash	Empty trash and change liner as required	Daily
Dust	Vents, frames, sills and horizontal surfaces	2 x Month

Break Areas

Sinks & Counters	Clean and sanitize	Daily
Tables/Chairs	Wipe down	Daily
Trash Removal	Empty trash and change liner as required	Daily
Floors	Sweep and Mop or vacuum	1 x week
Spot Clean	Walls, Doors, Fixtures	Daily

REGIONAL TRANSIT SCOPE OF WORK ATTACHMENT “A”

Offices/Conference Areas

Carpet	Vacuum	1 x Week
Trash Removal	Service to empty common area cans only –no desks.	Daily
Dusting	Dust offices and all areas	1 x Month
Spot Clean	Walls, Doors, Fixtures	1 x Month

Hallways/Cooridors

Carpet	Vacuum	1 x Week
Sweep/Mop	Sweep or Mop Floors	1 x Week
Dusting	Dust offices and all areas	1 x Month
Spot Clean	Walls, Doors, Fixtures	1 x Month

Floors

Floor care	Scrub/recoat	2 x yearly
Carpet Extraction	Extract All carpet areas	1 x year

DAYPORTER SERVICES

One 40- hour per week dayporter will be provided M-F to service to all common areas including lobbies, break areas and restrooms. Dayporter will also be able to respond to requests for service.

REGIONAL TRANSIT SCOPE OF WORK ATTACHMENT "A"

DAYS OF SERVICE

Days Per Week	Building Name
5	1225 R street
3	Finance
3	HR- G street
3	Bell Building
3	Engineering
3	BMF2 -McClellan
3	BMF1-Bus Maint
3	1400 29th- Admin
3	2760 Academy
3	2750 Academy
1	2501 Land
3	2700 Academy

Last Update

✓ July 13th, 2010