



# Commerce City

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## Council Communication File Number: Res 2024-045

**Agenda Date:** 5/6/2024

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE MASTER SERVICES AGREEMENT CONTRACT FOR CITY-WIDE CUSTODIAL SERVICES WITH THE KEY PEOPLE, LLC. THROUGH 2025

### Summary & Background

The purpose of this resolution is to authorize an Amendment to the Master Services Agreement for maximum procurement authorization for Custodial services to The Key People, LLC for an amount not to exceed amount of \$850,000.00 for a 1-year contract term.

- In June 2023, the City Council instructed Staff to assess options for providing custodial services in-house in comparison to the City's current practice of contracted custodial services. Staff indicated they would bring custodial services in-house for one City building (Municipal Services Center) in early 2024 and report back to Council in fall 2024 about the efficacy of this service.
- During the March 25, 2024 Study Session with Council, staff recommended the current Master Services Agreement for contracted custodial services be extended to allow sufficient time for Council to consider options to provide custodial services in-house or continue providing services through external vendors. Extending the existing contract will allow sufficient time for staff to accommodate any recommendation from Council.
- The current Master Services Agreement for contracted custodial services will expire on May 31, 2024.
- City Staff are requesting an amendment to the Master Services Agreement extending the contract through May 2025. This will allow time for Council to consider and recommend options for bringing custodial services in house or direct staff to issue a competitive Request for Proposals for contracted custodial services.

**Staff Responsible (Department Head):** Larius Hassen, Director of Public Works

**Staff Presenting:** Jeffery Bowman, Deputy Director of Public Works

**Financial Impact:** Total contract expenditure for a maximum of \$850,000 for custodial service through MAY 2025.

**Funding Source:** Public Works Facilities Operating Budget.

**Staff Recommendation:** Approve a resolution amendment to the master services agreement contract for city-wide custodial services with The Key People, LLC.

**Suggested Motion:** Motion to Approve a resolution authorizing an amendment to the master services agreement contract for city-wide custodial services with The Key People, LLC.