



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 2/19/2019

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**DEPARTMENT:** Resource Management

**STAFF CONTACT:** Michael Meadors/Amy Tharnish

**SUBJECT:** Consideration of renewal of contract with Burtin & Associates, Inc. for Janitorial Services.

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**ITEM DESCRIPTION:**

Consideration of renewal of contract with Burtin & Associates, Inc. for Janitorial Services

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**SUMMARY:**

On November 30, 2016, six (6) proposals were received in response to the performance and indexed service RFP for janitorial services as required at City buildings. The services will consist of general cleaning such as floor cleaning, waxing, vacuuming, dusting, trash removal, cleaning and disinfecting restrooms, and the restocking of all custodial paper supplies. Performance will be based upon ISSA Clean standard and associated inspection criteria.

Staff Recommends renewal of contract with Burtin & Associates, Inc. for a one (1) year contract through January 31, 2020.

64 vendors were notified of the RFP of which 8 were Olathe vendors. One (1) vendor responded to the RFP and the other 7 vendors did not provide these specific services.

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**FINANCIAL IMPACT:**

Expected annual expenditure of \$450,0000 will be charged to the service contracts account of Facilities Maintenance Division and Public Works Department.

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**ACTION NEEDED:**

Renewal of contract with Burtin & Associates, Inc.

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**ATTACHMENT(S):**

None