



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Janitorial Contract Update (Information Only)

**MEETING DATE:** October 19, 1994

**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** Information only.

**BACKGROUND INFORMATION:** Janitorial duties at the Public Safety Building, Carnegie Forum, Municipal Service Center (MSC), City Hall, Hutchins Street Square, Parks and Recreation offices and annex, and White Slough Administrative Control and Fire Prevention buildings are carried out by a contract janitorial service. Korean Building Maintenance has maintained a portion of these facilities since July 1, 1984, and was the low bidder when last bid, in June 1992. Additional square footage and janitorial responsibilities have been added over the years as City facilities have expanded and been remodeled.

The City's original intent, at the beginning of this fiscal year, was to update the specifications and advertise for bids in order that other commercial cleaning firms could be considered. However, because of the remodeling of the Civic Center, we have delayed going to bid for contracted janitorial services until the Civic Center Improvement Project (Phase I) is near completion. Until the portable trailers are in place and other renovations and remodeling (i.e., City Hall Annex, Carnegie basement, and MSC Electric Utility Building) are completed, janitorial firms will have difficulty providing accurate bids.

With the completion of these facilities and with the deletion of the City Hall building from the janitorial contract, it was felt that going to bid for contracted janitorial services should be postponed until January 1995. Therefore, the janitorial contract with Korean Building Maintenance was extended on a month-to-month basis at the same monthly fees.

**FUNDING:** Not applicable.

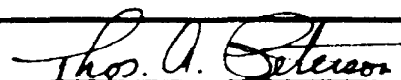
  
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APPROVED



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