



Agenda Action Form Overview

Contract amendment of \$62,109.60 to DeWhit Facility Services to provide janitorial services for Cooperative Extension at 721 Foster St, Durham NC 27701, for a total contract amount not to exceed **\$297,910.44**.

Background/Justification

The previous vendor for Cooperative Extension was out of compliance and as a result terminated on September 30th, 2022. Current County Janitorial vendors submitted updated bids for review. DeWhit Facility Services provided the most economical bid of our current vendors. DeWhit Facility Services Contract needs to be amended in order to extend janitorial services and funding for the Cooperative Extension Building under RFP 21-011. With the approval of the Board, DeWhit Facility Services will be issued a contract amendment for Janitorial services at the Cooperative Extension building for the remainder of the current fiscal year (FY 2022-2023).

The compensation paid to Contractor shall be an amount not to exceed **\$297,910.44** (\$235,800.84 +\$62,109.60).

Janitorial Services:	\$43,109.60
COVID-19 Related Services:	\$9,000.00
Special Services:	\$10,000.00
Total Amended Amount:	\$62,109.60

Special Services has been increased due to the challenges of rejuvenating the facility commensurate to County standards.

In review of the MWBE compliance for Janitorial Services Amendment for the Cooperative Extension Building (RFP 21-011), DeWhit Facility Services is a MWBE certified Black American business and will be utilizing 100% MWBE participation for this service.

Policy Impact

This agenda item is consistent with historical Board of County Commissioner support for janitorial services in County facilities. The action does not require BOCC policy changes.

Procurement Background

Type of purchase

- Goods
- Services
- Architect, Engineer or Surveyor Services
- Construction and Repair

Did this request for purchase go through a bid process? Yes No



Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000
Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000
Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes No

If no, why?

Fiscal Impact

Funding for this contract amendment will be supported under General Services’ Janitorial divisional budget. 1001010000 – 4190520000 – 5200160100

Recommendation

The County Manager recommends that the Board to amend DeWhit Facility Services contract in the amount of \$62,109.60 to provide janitorial services for Cooperative Extension at 721 Foster St. Durham NC, 27701, for a total contract amount not to exceed **\$297,910.44**.