



Agenda Action Form Overview

The Board is requested to approve a contract amendment in the amount of \$7,000 to provide additional funding for Freddrick's Housekeeping Service to continue performing stadium event clean up. Freddrick's Housekeeping has a standing contract with Durham County to provide janitorial services at multiple County facilities including the Memorial Stadium. Due to the fluid nature of events scheduled at the stadium, the present funding approved for janitorial services at the stadium (\$29,916.00) has been exhausted. As events are added throughout the year, the need for janitorial services is also increased. The \$29,916.00-dollar amount that was approved previously by the Board was based on historical numbers that are no longer adequate. Janitorial services are a critical part in maintaining the cleanliness and overall reputation of the facility. The additional funding will allow for growth in the stadium event schedule while maintaining a clean, welcoming environment.

Background/Justification

In 2017, a janitorial contract was issued to Freddrick's Housekeeping for stadium event cleanup, which included a schedule of fees that was submitted with their bid pricing for IFB No. 15-016. Having no definite way of predicting the future event schedule for the stadium, the dollar amount budgeted was based on the prior year's expenses under a separate contract. At this point the funding budgeted for stadium janitorial services has been exceeded, and scheduled events are on the rise with the prospect of growing further. Additional funds will be needed to continue to maintain a presentable hygienic environment for the community's enjoyment.

Policy Impact

Approval of this amendment fits the current Board policy of continuing to support the Durham County Memorial Stadium. This action does not require any 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 \geq \$30,000, BOCC approval if \geq \$90,000

Services: Bids required if \geq \$30,000, BOCC approval if $>$ \$40,000

Construction/Repair work: Bids required if \geq \$30,000, BOCC approval if \geq \$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?



Durham County Government
Agenda Action Form Supplemental Document – Contract Approval

- ☐ 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

An additional \$7,000.00 will be expended from the stadium contracted services budget.
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Recommendation

The County Manager recommends that the Board approve a contract amendment in the amount of \$7,000 to provide additional funding for Freddrick's Housekeeping Service to continue performing stadium event clean up.