



CITY OF STOCKTON

OFFICE OF THE CITY MANAGER

City Hall • 425 N. El Dorado Street • Stockton, CA 95202-1997 • 209 / 937-8212 • Fax 209 / 937-7149
www.stocktongov.com

May 1, 2020

Blain Bibb
JaniTek Cleaning Solutions, Inc.
2735 Teepee Drive, Suite D
Stockton, CA 95205

**FIRST CONTRACT EXTENSION TO THE SERVICES CONTRACT FOR CITY OF STOCKTON
CUSTODIAL SERVICES, PROJECT NO. OM-16-057**

This will confirm our agreement to the first contract extension with JaniTek Cleaning Solutions, Inc. for the City of Stockton Custodial Services, Project No. OM-16-057. The original contract was awarded by City Council on January 24, 2017, by Motion No. 2017-01-24-1205.

As provided for in Article 3 of the contract, "Schedule and Term", the City may opt to extend the contract for up to two additional one-year terms from the original contract end date of June 30, 2020, by mutual agreement at the same rates and terms as outlined in Exhibit A and Exhibit B of the contract. Your acceptance of our letter dated March 10, 2020 (attached), agrees to such an extension. The City agrees to extend the contract for a first one-year term. The extension, which is the first extension of this contract, begins on July 1, 2020, and expires on June 30, 2021, with the rate adjustment of 3%, the annual not to exceed amount is \$658,718.36. Including the first extension the contract value is for a total of \$2,646,447.39.

If you have any questions regarding this extension, please contact Colin Scott of the Public Works Department at (209) 937-8954.

HARRY BLACK
CITY MANAGER

APPROVED AS TO FORM AND CONTENT

HB:GAM:JLA:MB:CS:bh

By See Master Approval History 20-6552

ATTEST:
CLERK OF THE CITY OF STOCKTON

By cmfmanera



Emc: Gordon A. MacKay, Director of Public Works
Jodi Almassy, Deputy Director/O&M
Eliza R. Garza, City Clerk
Taryn Jones, Deputy City Attorney
Chalon Rogers, Supervising Procurement Specialist

2017-01-24-1205 NP
Extension 1



CITY OF STOCKTON

PUBLIC WORKS DEPARTMENT

22 East Weber Avenue, Room 301 • Stockton, CA 95202-2317 • 209 / 937-8411 • Fax 209 / 937-8277
www.stocktongov.com

April 8, 2020

Blain Bibb
JaniTek Cleaning Solutions, Inc.
2735 Teepee Dr Ste D
Stockton, CA 95205

FIRST CONTRACT EXTENSION TO THE SERVICES CONTRACT FOR CITY OF STOCKTON CUSTODIAL SERVICES PROJECT NO. OM-16-057

The City of Stockton (City) requests to extend contract 2017-01-24-1205 P with JaniTek Cleaning Solutions, Inc for the City of Stockton Custodial Services Project No. OM-16-057. This contract was awarded by Stockton's City Council on January 24, 2017, by Motion No. 2017-01-24-1205.

As provided for in Article 3 of the contract, "Schedule and Term", the contract may be extended by mutual agreement for up to two additional one-year terms from the original contract end date of June 30, 2020, at the same rates and terms as outlined in the contract. The requested extension, which is the first extension of this contract, will be effective July 1, 2020 through June 30, 2021.

As provided in Exhibit A, at the request of the Contractor, City and Contractor will meet and revise prices annually to be effective for the next contract year in December of each year. This increase request may be in accordance with Consumer Price Index (CPI) for other services in Stockton, California according to the Bureau of Labor Statistics and shall not exceed 3% in any one year. With the rate adjustment of 3%, the annual not to exceed amount is \$658,718.36. Including the first extension, the contract value is for a total of \$2,646,447.39.

Please sign below if JaniTek Cleaning Solutions, Inc is agreeable to the proposed extension. Please note that the contract extension will not be effective until approved by the City Manager. If you have any questions regarding this extension, please contact Colin Scott, Project Manager, at (209) 937-8954.

JODI ALMASSY, INTERIM DIRECTOR
PUBLIC WORKS DEPARTMENT

Attachments: Contract 2017-01-24-1205 P

We, the undersigned contractor, have given careful consideration to the proposed extension and hereby agree. If this extension is approved by the City Manager, we will perform all services in accordance with the subject contract and any contract change orders to-date. This proposed contract extension will extend the contract term to June 30, 2021, in the annual not to exceed amount of \$658,718.36.

Accepted Date 4-28-2020

JaniTek Cleaning Solutions, Inc
(Contractor)

By
Blain Bibb, President/CEO
(Printed Name & Title)

PUBLIC WORKS DEPARTMENT

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
010-3095-540.20-25	Arnold Rue	\$ 25,399.80	010-3095-540.30-50 \$ 2,557.00
083-3625-590.20-25	Arnold Rue	\$ 5,327.36	\$ -
083-3625-590.30-50	Arnold Rue	\$ -	\$ 525.00
010-3095-540.20-25	Cesar Chavez	\$ 106,085.88	010-3095-540.30-50 \$ 10,276.00
083-3552-580.20-25 CL2038	Cesar Chavez	\$ 3,460.80	\$ -
010-3095-540.20-25	Chase Building Flr 3	\$ 25,708.80	010-3095-540.30-50 \$ 4,500.00
010-3095-540.20-25	Chase Building Flr 4	\$ 25,708.80	010-3095-540.30-50 \$ 4,500.00
010-3095-540.20-25	Chase Building Flr 7	\$ 11,665.32	010-3095-540.30-50 \$ 500.00
010-3095-540.20-25	Corporation Yard	\$ 24,324.48	010-3095-540.30-50 \$ 5,695.00
010-3095-540.20-25	Margret Troke Library	\$ 14,214.00	010-3095-540.30-50 \$ 3,650.00
083-3553-580.20-25	Margaret Troke Library	\$ 2,978.76	\$ -
083-3553-580.30-50	Margaret Troke Library	\$ -	\$ 700.00
010-3095-540.20-25	Maya Angelou Library	\$ 11,976.84	010-3095-540.30-50 \$ 1,485.00
083-3554-580.20-25	Maya Angelou Library	\$ 2,509.08	\$ -
083-3554-580.30-50	Maya Angelou Library	\$ -	\$ 300.00
010-3095-540.20-25	Merlo Gymnasium	\$ 15,425.28	010-3095-540.30-50 \$ 2,805.00
010-3095-540.20-25	Oak Park Senior Center	\$ 9,949.80	010-3095-540.30-50 \$ 3,825.00
010-3095-540.20-25	Selfert CC	\$ 15,684.84	010-3095-540.30-50 \$ 2,805.00
083-3626-590.20-25	Selfert CC	\$ 3,287.76	\$ -
083-3626-590.30-50	Selfert CC	\$ -	\$ 550.00
010-3095-540.20-25	Stewart Eberhart Bldg	\$ 24,472.80	010-3095-540.30-50 \$ 4,577.00
010-3095-540.20-25	Stribley CC	\$ 32,939.40	010-3095-540.30-50 \$ 2,698.00
083-3627-590.20-25	Stribley CC	\$ 6,909.24	\$ -
083-3627-590.30-50	Stribley CC	\$ -	\$ 550.00
010-3095-540.20-25	Van Buskirk CC	\$ 20,332.20	010-3095-540.30-50 \$ 1,482.00
083-3628-590.20-25	Van Buskirk CC	\$ 4,264.20	\$ -
083-3628-590.30-50	Van Buskirk CC	\$ -	\$ 325.00
010-3095-540.20-25	City Wide Day Porter	\$ 37,240.68	\$ -
010-3095-540.20-25	Urgent Services	\$ 5,150.09	\$ -
010-3095-540.20-25	Market St. Garage	\$ -	\$ 1,800.00
010-3095-540.20-25	Fair Oaks Library	\$ 10,617.24	010-3095-540.30-50 \$ 2,500.00
083-3557-580.20-25	Fair Oaks Library	\$ 2,224.80	\$ -
083-3557-580.30-50	Fair Oaks Library	\$ -	\$ 500.00
044-3629-590.20-25 PR 3301	McKinley Community Cn	\$ 2,781.00	\$ -
044-3629-590.30-50 PR 3301	McKinley Community Cn	\$ -	\$ 1,000.00
Subtotals		\$ 652,110.00	\$ 60,025.00

MUNICIPAL UTILITIES DEPARTMENT

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
421-4234-571.20-66	Delta Water Supply	\$ 13,287.00	421-4234-571.30-50 \$ 2,090.00
498-4311-572.20-66	MUD - Admin	\$ 74,320.68	498-4311-572.30-50 \$ 20,623.00
421-4231-571.20-66 M00001	Water Field Office	\$ 4,523.76	421-4231-571.30-50 \$ 1,691.00
Subtotals		\$ 92,131.44	\$ 24,404.00

COMMUNITY SERVICES DEPARTMENT

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
041-3547-580	Linden Library	\$ 3,633.84	\$ 588.00
041-3548-580	Thornton Library	\$ 5,537.28	\$ 716.00
Subtotals		\$ 9,171.12	\$ 1,304.00

\$ 42,924.00
\$ 65,228.00

POLICE DEPARTMENT

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
010-2466-530.20-25	Animal Services	\$ 4,635.00	010-2466-530.30-50 \$ 3,277.00
Subtotals		\$ 4,635.00	\$ 3,277.00

COMMUNITY DEVELOPMENT

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
048-1810-510.20-25	Perruk Center	\$ 10,988.04	048-1830-510.30-50 \$ 2,124.00
Subtotals		\$ 10,988.04	\$ 2,124.00

Account	Facility	APPROPRIATE EXPENDITURE	APPROVED COMMITMENTS (Cost)
Subtotals		\$ 507,543.56	\$ 111,550.00



City of Stockton

Master

2017-01-24-1205 P
Extension 1

File Number: 20-6552

File ID: 20-6552

Type: Consent

Status: Agenda Ready

Version: 1

Reference:

In Control: City
Council/Successor
Agency to the
Redevelopment
Agency/Public
Financing
Authority/Parking
Authority
Concurrent

File Created: 04/30/2020

File Name:

Final Action:

Title: Contract Title: First Contract Extension - City of Stockton Custodial Services, Project No. OM-16-057

Notes:

Sponsors:

Enactment Date:

Attachments: First Contract Extension - Services Contract Custodial Services OM-16-057 JaniTek, back up documents

Enactment Number:

Contact:

Hearing Date:

Drafter: Analissa.Nunez@stocktongov.com

Effective Date:

Related Files:

2017-01-24-1205 NP
Extension 1

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	5/14/2020	AS - Procurement Team	Delegated	
1	2	5/14/2020	CRogers	Approve	5/18/2020
1	3	5/15/2020	clawson	Approve	5/19/2020
1	4	5/15/2020	mbraley	Approve	5/19/2020
1	5	5/15/2020	Esther Gilliland	Delegated	
1	6	5/15/2020	Taryn Jones	Approve	5/19/2020
1	7	5/15/2020	Esther Gilliland	Delegated	
Notes: Leisel, please log.					
1	8	5/15/2020	LHart	Approve	5/19/2020
1	11	5/19/2020	Courtney Christy	Approve	5/19/2020
Notes: Contract packet has been printed for review					
1	12	5/20/2020	Courtney Christy	Approve	5/21/2020
1	15	5/26/2020	kroland	Approve	5/26/2020

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 20-6552

**Contract Title: First Contract Extension - City of Stockton Custodial Services,
Project No. OM-16-057**

Vendor/Other Party: JaniTek Cleaning Solutions, Inc.

Contract Amount: \$658,718.36

Contract Start Date: 7/1/2020

Contract End Date: 6/30/2021

Term: 1 year

City Contract Type (select one):

Original Amendment Change Order Grant Subdivision Agreement
Other Contract

Extension

Council Approval Required? Yes/No (if No, provide account #): various

Council approval required for contracts over: **\$75,000**

for Fiscal Year:

2019-20

Motion/Resolution/Ordinance #: 2017-01-24-1205

Must be attached:

Required Documents

The following documents shall be submitted with the signed contract when required:

Business License Required?	<u>Yes/No</u>	Business License #: 20-0019431
Bonds Required?	<u>Yes/No</u>	
Insurance Required?	<u>Yes/No</u>	
Notary Required?	<u>Yes/No</u>	
Recordation Required?	<u>Yes/No</u>	

Mandatory Routing Order

1 DEPARTMENT: PUBLIC WORKS/O&M

Department Head Approval:

Date:

Project Mgr: COLIN SCOTT ext: 8954

Staff: ANALISSA NUNEZ/CHRISTINA MCFARLAND ext: 8317/8428

Notes:

2 PROCUREMENT

Approved by Name/Signature:

Date:

Notes:

3 VENDOR/OTHER PARTY

Signed originals on: 4/28/2020

Notes:

4 RISK SERVICES

Insurance approved on: 5/15/20

by: Matt Braley

Bonds approved on: n/a

by:

RM #: 20-371

Notes:

5 CITY ATTORNEY

Approved as to Form/Content on: 05/15/2020 by: Taryn Jones

Notes: Contract logged into Prolaw, forwarded to CM on 5/15/20 by LH

6 CITY MANAGER

Signed by City Manager on:

Notes:

7 CITY CLERK

City Clerk attested on: 5/26/20

Returned to dept. on: 5/26/20

by: MK

OB #:

Notes: One original returned to dept, one retained

8 ORIGINATING DEPARTMENT: PUBLIC WORKS/O&M

Copy of contract to be retained by department. Original on file in the Clerk's office.

Requisition #.

Copy sent to vendor on: by:

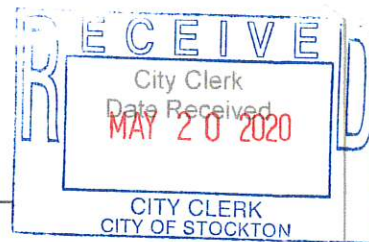
Copy of contract sent to Purchasing on: by:

Notes:

9 PROCUREMENT:

Purchase Order #. PUR #.

CONTRACT ROUTING FORM



Contract Number _____
(For Clerk's Use)

CITY CONTRACT TYPE (select one)

Original Amendment/Change Order Grant
 Subdivision Agreement Other Contract Extension

#20-6552

CONTRACT INFORMATION Contract Amount: \$ 658,718.36

Contract Title: City of Stockton Custodial Services, Project No. OM-16-057
Vendor/Other Party: JaniTek Cleaning Solutions, Inc.
Contract Start Date: July 1, 2020 Contract End Date: June 30, 2021 Contract Term: 1 year

COUNCIL APPROVAL REQUIRED? Yes No (provide account # if no) Various

Council approval required for contracts over \$ 75,000.00 for FISCAL YEAR: 2019-20
Motion/Resolution/Ordinance No: 2017-01-24-1205 **Must be Attached**

REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):

Business License Required? Yes No Business License No. 20-00119431
Bonds Required? Yes No
Insurance Required? Yes No
Notary Required? Yes No Recordation Required? Yes No

Mandatory Routing Order

1 DEPARTMENT: Public Works

DEPARTMENT HEAD APPROVAL [Signature] date: 05.08.20
Project Mgr: Colin Scott ext: 8954 Staff: A. Nunez / C. McFarland ext: 8317 / 8428
Forwarded to: Procurement on: _____ by: _____

2 PROCUREMENT

Approved () Name/Signature: _____
Forwarded to: Risk Services on: _____ by: _____

3 VENDOR/OTHER PARTY

Signed (2) originals on: 4/28/2020
Forwarded to: Public Works on: 4/28/2020 by: Blain Bibb, JaniTek CEO

4 RISK SERVICES

Insurance on: _____ by: _____ Bonds approved on: _____ by: _____
Forwarded to: City Attorney on: _____ by: _____ RM #: _____

5 CITY ATTORNEY

Approved as to Form and Content on: _____ by: _____
Forwarded to: City Manager on: _____ by: _____

6 CITY MANAGER

Signed by City Manager on: 5/12/20 Forwarded to: City Clerk on: 5/20/20 by: [Signature]

7 CITY CLERK

City Clerk attested on: _____ Returned () original(s) to dept. on: _____ by _____
Retained () original(s) for City's file. Hard Copy on file? Yes No OB # _____

8 ORIGINATING DEPARTMENT: Public Works / O&M

Requisition No. _____ Original sent to vendor on: _____ by: _____
Copy of contract to be retained by department. Original on file in the Clerk's office.
Copy of contract sent to Purchasing on: _____ by: _____

9 PROCUREMENT: Purchase Order No. _____ PUR No. _____

..title

Contract Title: First Contract Extension – City of Stockton Custodial Services, Project No. OM-16-057

..Recommended action

Vendor/Other Party: JaniTek Cleaning Solutions, Inc.

Contract Amount: \$658,718.36

Contract Start Date: 7/1/2020 Contract End Date: 6/30/2021 Term: 1 year

..body

City Contract Type (select one):

Original Amendment Change Order Grant Subdivision Agreement **Other** Contract Extension

Council Approval Required? Yes/No (if No, provide account #): various

Council approval required for contracts over: **\$75,000** for Fiscal Year: 2019-20

Motion/Resolution/Ordinance #: 2017-01-24-1205 **Must be attached:**

Required Documents

The following documents shall be submitted with the signed contract when required:

Business License Required? **Yes/No** Business License #: 20-0019431

Bonds Required? **Yes/No**

Insurance Required? **Yes/No**

Notary Required? **Yes/No**

Recordation Required? **Yes/No**

Mandatory Routing Order

1 DEPARTMENT: PUBLIC WORKS/O&M

Department Head Approval:

Date:

Project Mgr: COLIN SCOTT ext: 8954

Staff: ANALISSA NUNEZ/CHRISTINA MCFARLAND ext: 8317/8428

Notes:

2 PROCUREMENT

Approved by Name/Signature:

Date:

Notes:

3 VENDOR/OTHER PARTY

Signed originals on: 4/28/2020

Notes:

4 RISK SERVICES

Insurance approved on: 5/15/20

by: Matt Braley

Bonds approved on: n/a

by:

RM #: 20-371

Notes:

5 CITY ATTORNEY

Approved as to Form/Content on: 05/15/2020 by: Taryn Jones

Notes: Contract logged into Prolaw, forwarded to CM on 5/15/20 by LH

6 CITY MANAGER

Signed by City Manager on:

5/20/20

Notes:

7 CITY CLERK

City Clerk attested on:

Returned PDF to dept. on:

by:

OB #:

Notes:

8 ORIGINATING DEPARTMENT: PUBLIC WORKS/O&M

Copy of contract to be retained by department. Original on file in the Clerk's office.

Requisition #.

Copy sent to vendor on:

by:

Copy of contract sent to Purchasing on:

by:

Notes:

9 PROCUREMENT:

Purchase Order #.

PUR #.

MEMORANDUM

April 29, 2020

TO: Harry Black, City Manager

FROM: Jodi Almassy, Interim Director
Public Works Department

SUBJECT: **CONTRACT EXTENSION WITH JANITEK CLEANING SOLUTIONS, INC. FOR
PROJECT NO. OM-16-057**

On March 6, 2017, the City entered into a contract with JaniTek Cleaning Solutions, Inc. pursuant to Council Motion No. 2017-01-24-1205, for custodial services at 21 City facilities. The contract had an initial expiration date of June 30, 2020. Section 3, "Schedule and Term" of the contract provides for up to two one-year extensions with the City Manager's approval.

Per the attached letter sent March 10, 2020, JaniTek Cleaning Solutions, Inc. agrees to extend the contract for the period between July 1, 2020 through June 30, 2021, at the current contract rates and terms. This is the first contract extension that will continue custodial services for 21 City facilities. Public Works recommends extending the contract.

As provided in Exhibit A, at the request of the Contractor, City and Contractor will meet and revise prices annually to be effective for the next contract year in December of each year. This increase request may be in accordance with consumer price index (CPI) for other services in Stockton, California, according to the Bureau of Labor Statistics and shall not exceed 3% in any one year. With the Contractor's requested rate adjustment of 3%, the annual not to exceed amount is \$658,718.36. Including the first extension, the contract value is for a total of \$2,646,447.39.

Attached for your signature are two original letters authorizing a contract extension with JaniTek Cleaning Solutions, Inc. One original will be retained by the City Clerk and the other original will be sent to JaniTek Cleaning Solutions, Inc.

The contract extension is within the City Manager's delegation of authority pursuant to Council Motion No. 2017-01-24-1205 and is appropriate to be approved administratively.

If you have any questions, please contact me at 8400 or Colin Scott, Project Manager III, at 8954.



JODI ALMASSY, INTERIM DIRECTOR
PUBLIC WORKS DEPARTMENT

JLA:MB:CS:bh

Attachments

cc: Project File (OM-16-057)
Taryn Jones, Deputy City Attorney
Chalon Rogers, Supervising Procurement Specialist