

FORSYTH COUNTY
BOARD OF COMMISSIONERS

**BRIEFING
DRAFT**

MEETING DATE: AUGUST 17, 2017

AGENDA ITEM NUMBER: 7

**SUBJECT: RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO A CONTRACT TO PROVIDE ADDITIONAL JANITORIAL SERVICES FOR DESIGNATED FORSYTH COUNTY FACILITIES
(GENERAL SERVICES DEPARTMENT)**

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:

SUMMARY OF INFORMATION:

The General Services Department is responsible for the sanitation and maintenance of County facilities. These services include daily janitorial services to maintain a clean and sanitary environment for Forsyth County employees, residents, and visitors to all Forsyth County facilities.

Due to County staffing shortages, janitorial services for the Hall of Justice were outsourced approximately three years ago. Due to ongoing County staffing shortages, additional facilities were outsourced on July 1, 2017. These additional facilities included the Public Health building, the Department of Social Services building, and the Agricultural building. American Facility Services, Inc. was awarded the contract to provide janitorial services to all outsourced County facilities on May 8, 2017. They began providing these services on July 1, 2017.

Due to continued County staffing shortages, American Facility Services, Inc. has provided a proposal to provide janitorial services to the following additional facilities beginning July 1, 2017: Reynolda Library, Adult Outreach Library, Kernersville Library, Southside Library, Clemmons Library, Lewisville Library, East Side Library, Walkertown Library, Rural Hall Library, and the Behavioral Health Administrative Building. American Facility Services has also provided a proposal to provide janitorial services to the new Central Library beginning August 1, 2017. The total amendment to provide these additional janitorial services will increase the contract by \$290,777 for fiscal year 2017-2018.

It is recommended by the County Manager and the Forsyth County General Services Director that an amendment to a contract with American Facility Services, Inc. to provide janitorial services at various additional County facilities, be authorized in an additional amount not to exceed \$290,777 for fiscal year 2017-2018, for a total contract amount not to exceed of \$665,422 for fiscal year 2017-2018, with the option to extend the contract, in one-year increments, for up to two additional 12 month periods, provided that both parties are in agreement and funds are available for this purpose.

ATTACHMENTS: YES NO

SIGNATURE: _____ DATE: _____
COUNTY MANAGER

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO A
CONTRACT TO PROVIDE ADDITIONAL JANITORIAL SERVICES FOR
DESIGNATED FORSYTH COUNTY FACILITIES
(GENERAL SERVICES DEPARTMENT)**

WHEREAS, on May 8, 2017, the Forsyth County Board of Commissioners adopted a Resolution awarding a contract to American Facility Services, Inc. in the annual amount not to exceed \$374,645 for janitorial services with the option to extend the contract, in one-year increments, for up to two additional twelve (12) month periods, provided that both parties are in agreement and funds are available for this purpose; and

WHEREAS, on July 1, 2017, American Facility Services, Inc. began providing on-site janitorial services for Forsyth County facilities identified in the original contract; and

WHEREAS, several County facilities were not included in the original proposal; and

WHEREAS, American Facility Services, Inc. now proposes to provide on-site janitorial services at the following additional County facilities: Reynolda Library, Adult Outreach Library, Kernersville Library, Southside Library, Clemmons Library, Lewisville Library, East Side Library, Walkertown Library, Rural Hall Library, Behavioral Health Administrative Building beginning July 1, 2017, and the new Central Library beginning August 1, 2017 at an additional total cost of \$290,777 for fiscal year 2017-2018 for a total contract amount not to exceed \$665,422 for fiscal year 2017-2018, with the option to extend the contract, in one-year increments, for up to two additional twelve (12) month periods, provided both parties are in agreement and funds are available for this purpose; and

WHEREAS, the County Chief Financial Officer has determined that sufficient funds are available to cover the cost of this amended contract;

NOW, THEREFORE, BE IT RESOLVED that the County Manager and Clerk to the Board are hereby authorized to execute a contract amendment on behalf of Forsyth County, with American Facility Services, Inc. to provide on-site janitorial services at the additional County facilities listed herein at an additional cost of \$290,777 for fiscal year 2017-2018, for a total contract amount not to exceed \$665,422 for fiscal year 2017-2018, subject to a pre-audit certificate thereon by the County Chief Financial Officer, if applicable, and approval as to form and legality by the County Attorney.

BE IT FURTHER RESOLVED that the County Manager is hereby authorized to execute, on behalf of Forsyth County, subsequent contracts or contract amendments with American Facility Services, Inc. to provide these services within budgeted appropriations in one-year increments, for up to two additional twelve (12) month periods, provided both parties are in agreement and funds are available for this purpose, subject to a pre-audit certificate thereon by the County Chief Financial Officer, where applicable, and approval as to form and legality by the County Attorney.

Adopted this 17th day of August, 2017.