

# City of Sacramento

## Legislation Text

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**File #:** 2019-01060, **Version:** 1

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**Title:**

**Supplemental Agreement: Abe Janitorial Supply Company [Published for 10-Day Review 08/09/2019]**

File ID: 2019-01060

**Location:** Citywide

**Recommendation:**

Pass a Motion authorizing the City Manager, or the City Manager's designee, to execute Non-Professional Service Contract Supplement No. 4 to City Contract No. 2014-1101 with Abe Janitorial Supply Company for \$80,000, increasing the total not-to-exceed amount to \$1.03 million for janitorial supplies.

**Contact:** Gary O'Neill, Procurement Services Analyst, (916) 808-7432; Robert C. Adams, Procurement Services Manager, (916) 808-5524, Department of Finance

**Presenter:** None

**Attachments:**

- 1-Description/Analysis
- 2-Contract Supplement

**Description/Analysis**

**Issue Detail:** On November 6, 2014, Council awarded Contract No. 2014-1101 (Motion No. 2014-2828) to Abe Janitorial Supply Company (Abe) along with four additional suppliers for janitorial supplies including all paper products. The contract with Abe was awarded for a not-to-exceed amount of \$731,213 for the initial year with four one-year extension options. On August 21, 2018, Council approved Contract Supplement No. 3 increasing the not-to-exceed amount to \$950,000 (Motion No. 2018-0280).

Following the last contract supplement to Abe, one of the contracted janitorial suppliers was sold and purchased by another firm, driving additional business to the remaining four contracted suppliers.

This resulted in an increase in the amount of product sold to the City by Abe. Contract Supplement No. 4 will increase the not-to-exceed amount by \$80,000 to cover anticipated spending through the contract's expiration (November 5, 2019).

**Policy Considerations:** Section 4.04.020 of the Sacramento City Code (SCC) and the Council Rules of Procedure (Chapter 7, Section E.2.d) mandate that unless waived by a 2/3 vote of the City Council, all labor agreements and all agreements greater than \$1 million shall be made available to the public at least ten (10) days prior to Council action. This item was published for 10-day review on August 9, 2019. The recommendations in this report are in accordance with SCC Section 3.56 Purchasing of Supplies and Services.

**Economic Impacts:** None.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA). CEQA Guidelines Section 15378 (b)(2). The activity is a continuing administrative or maintenance activity, such as the purchases for supplies, personnel-related actions, general policy and procedure making and is not subject to CEQA. CEQA Guidelines Section 15060(c)(3).

**Sustainability:** Compliance with AP-4003 Sustainable Purchasing Policy (SPP) is a requirement for all contractors. Many environmentally-friendly ("green") products were included in the bid. Certification by a third party such as Green Seal or UL EcoLogo was a requirement on many items.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** The loss of one of the janitorial contract suppliers has resulted in an increased need to purchase supplies from Abe. The proposed contract increase is based upon current and anticipated spending trends through the final expiration of the contract.

**Financial Considerations:** Adequate resources are available in the FY2019/20 Approved Budget for the \$80,000 increase to this contract. Janitorial purchases are charged to department budgets based on use as well as to the Citywide and Community Support Budget for multi-tenant facilities.

**Local Business Enterprise (LBE):** Abe Janitorial Supply Company is a Local Business Enterprise.