



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1920-100 AMD #1**

**File ID:** K-1920-100 AMD #1      **Type:** Contract      **Status:** Consent Item

**Version:** 1      **Reference:** Item 33      **In Control:** City Council

**Department:** Public Works Department      **Cost:**      **File Created:** 08/11/2020

**File Name:** Public Transportation Fleet Custodial Services      **Final Action:**

**Title:** AMENDMENT NO. ONE TO CONTRACT K-1920-100: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND TRT ENTERPRISES, L.L.C., D/B/A STRATEGIC JANITORIAL SOLUTIONS, INCREASING THE CONTRACT AMOUNT BY \$900 PER MONTH FOR A REVISED CONTRACT AMOUNT OF \$5,100 PER MONTH TO PROVIDE ADDITIONAL CUSTODIAL SERVICES ON SATURDAYS FOR THE PUBLIC TRANSIT FLEET.

**Notes:** ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1920-100 with TRT Enterprises, L.L.C. d/b/a Strategic Janitorial Solutions increasing the contract amount by \$900 per month for a revised contract amount of \$5,100 per month; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 08/25/2020

**Agenda Number:** 33

**Attachments:** Amendment No 1 to K-1920-100, K-1920-100

**Project Manager:** Taylor Johnson, Public Transit Coordinator

**Entered by:** taylor.johnson@normanok.gov

**Effective Date:**

### History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

### Text of Legislative File K-1920-100 AMD #1

Body

**BACKGROUND:** On March 10, 2020, City Council approved Contract K-1920-100 with TRT Enterprises, L.L.C, d/b/a Strategic Janitorial Solutions, to provide custodial services for the Norman public transportation fleet for a flat fee of \$4,200 per month. The monthly fee included the provision of all cleaning supplies, chemicals, equipment, cleaners, and disinfectant. The

City is responsible for furnishing all paper towels, toilet tissue, hand soap, and trash liners.

**DISCUSSION:** Beginning August 15, 2020, public transportation services began to be offered on Saturdays in Norman. With the additional provision of service, there is a need to provide custodial services on Saturdays once the vehicles return from operation. Amendment No. One to Contract K-1920-100 would expand the custodial services provided by the contractor from Monday through Friday to Monday through Saturday at an additional cost of \$900 per month retroactive to August 15, 2020. This would bring the total monthly cost for custodial services for the public transportation fleet to \$5,100 per month.

The FYE 2021 Budget includes funding for these additional services and is budgeted in Maintenance & Repair Auto Repair Outside (27550276-44201).

The original effective date of the agreement was the 23rd day of March, 2020, and extends through March 23, 2021, subject to annual appropriation of sufficient funding by City Council. The Agreement is auto-renewable subject to annual appropriation of sufficient funding and a ninety (90) day written notice termination provision.

**RECOMMENDATION:** Staff recommends that Amendment No. One to Contract K-1920-100 with TRT Enterprises, LLC, d/b/a Strategic Janitorial Solutions, be approved.