

Travis County Commissioners Court Agenda Request

Meeting Date: April 17, 2012

Prepared By/Phone Number: Loren Breland, 854-4854 Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification no. 1 to Contract no. 12T00071LD, Villeda Building Service, for Janitorial Services TNR Locations

➤ Purchasing Recommendation and Comments: Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

This modification will add janitorial services for the TNR Satellite 4 Main Office Building. Service to be added is twice per week service, \$315.17 per month.

- ➤ Contract Expenditures: Within the last 2 months \$1,913.68 has been spent against this contract/requirement.
- > Contract Modification Information:

Modification Amount: \$3,800.00

Modification Type: Add Service at TNR Satellite 4 Modification Period: May 1, 2012 – February 23, 2013

Funding Information:				
□ Purchase Requisition 556490 in H.T.E.				
☐ Funding Account(s):				
☐ Comments:				



TRANSPORTATION AND NATURAL RESOURCES STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13th Street Executive Office Building, 11th Floor P. O. Box 1748 Austin, Texas 78767 (512) 854-9383 FAX (512) 854-4697

March 26, 2012

MEMORANDUM

TO:

Cyd Grimes, County Purchasing Agent

FROM:

Steven M. Manilla, P.E., County Executive

SUBJECT:

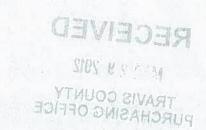
Modification of Contract 12T00071LD Janitorial Services – TNR Locations

TNR recommends that the above mentioned contract be modified to add janitorial services for the TNR Satellite 4 Main Office Building. Attached is a quote from the current contract vendor to add the services twice per week. The modification will result in an estimated increase of \$3,800 per year.

The commodity/sub-commodity code for Janitorial Services is 910/039. The primary line items will be 099-4941-621-6099 and 001-4945-631-6099.

If you need additional information, please contact Christina Jensen at 854-7670.

CJ:SMM:ci



PI625I02 TRAVIS COUNTY 4/06/12 Purchase Requisition 08:52:04 Number : 0000556490 1 PURCHASE REQUISITION Status : READY FOR BUYER PROCESS Reason : ATTN: LOREN PENDING CONTRACT MODIFICATION By : JON PEEPLES 854-9383 Date 4/05/12 Vendor 78990 VILLEDA BUILDING SERVICE LLC Contract nbr . . . : I5 TNR - SATELLITE FOUR Ship to : Deliver by date . . . : 4/05/12 Buyer : Fiscal year code . . : C C=Current year, P=Previous year, F=Future year Type options, press Enter. 5=Display 8=Item extended description
Opt Line# Quantity UOM Description
1 5.00 MO BASIC CLEANING ON SALLITE Unit Cost Ext. Cost

315.1700 1575.85

Total: 1575.85

F9=Print

COMMENTS EXIST F3=Exit F7=Alternate view F10=Approval info F12=Cancel F20=Comments

MODIFICATION OF CONTRA	ACT NUMBER: 12T000	071LD, Janitorial Ser	vices, TNR Locations PAGE 1 OF 1 PAGES
ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	Loren Breland	DATE PREPARED: April 3, 2012
ISSUED TO: Villeda Building Service, LLC 16804 Brewer Blackbird Drive Pflugerville, TX 78660	MODIFICATION NO.:	1	EXECUTED DATE OF ORIGINAL CONTRACT: February 14, 2012
Attn: Alai Villeda			
ORIGINAL CONTRACT TERM DATES: 02/25/2	012 through 03/24/2013	CURRENT CONTRACT T	TERM DATES: <u>02/25/2012 through 02/24/2013</u>
FOR TRAVIS COUNTY INTERNAL USE ONL Original Contract Amount: \$	Current Modified Amount \$		
Effective May 1, 2012 this contract Satellite 4 Main Office Building Ja	t is modified to add the		ffice Building. \$315.17 per month.
Note to Vendor: [XX] Complete and execute (sign) your portion of a DO NOT execute and return to Travis County		v for all copies and return	all signed copies to Travis County.
LEGAL BUSINESS NAME:			□ DBA
BY:			□ CORPORATION □ OTHER
BY: PRINT NAME			DATE:
TITLE:			
TRAVIS COUNTY, TEXAS BY: CYD V. GRIMES, C.P.M., TRAVIS COUNTY F	PURCHASING AGENT		DATE:
TRAVIS COUNTY, TEXAS			DATE:
BY: SAMUEL T. BISCOE, TRAVIS COUNTY JUDG	GE		