



Travis County Commissioners Court Agenda Request

Meeting Date: March 4, 2014

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. 4 to contract no. 4400000216, Villeda Building Services, 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 the following additional services.

Nootsie House location to add maintenance barn cleaning at \$50.00 per month.

East Metro Park Pavilion cleaning is changed from once a month to twice per month. Increase is \$340.00 per month.

Modification no. 3 was issued to exercise the second contract extension option. Approved by Purchasing Agent on February 21, 2014.

Modification no. 2 was issued to exercise the first contract extension option. Approved by Purchasing Agent on February 20, 2013.

Modification no. 1 was issued to add services for TNR Satellite 4 Main Office Building. Approved by Commissioners Court on April 17, 2012.

- **Contract Modification Information:**

Modification Amount: \$4,680.00

Modification Type: Add additional services at Nootsie House and East Metro Park Pavilion locations.

Modification Period: March 1, 2014 – February 24, 2015.

➤ **Funding Information:**

SAP Shopping Cart #:

Funding Account(s): SAP cost centers 1490220001, 1490200145,
1490120115

Comments:



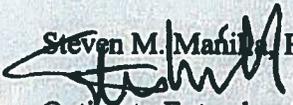
**TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE**

700 Lavaca, Suite 540
Travis County Administration Building
P. O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

February 18, 2014

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent

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

SUBJECT: Option to Extend and Modify Contract Number 12T00071LD (SAP 4400000216)
Janitorial Services, TNR Locations

TNR recommends that Travis County exercise its option to extend and modify this contract for an additional one (1) year period as permitted under the terms of the contract. Recommended modifications to the above mentioned contract to include the following services:

East Metro Pavilion- twice a month cleaning done on the 1st and 3rd Fridays of each month

The product category for janitorial services is 76111500. The budgeted cost centers are 1490220001, 1490200145 and 1490120115.

If you need additional information, please contact April Rodriguez at (512) 854-7676.

 AR:SMM:ar
Contract File



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

700 Lavaca, Suite 540
Travis County Administration Building
P. O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

December 6, 2013

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent
Cave B. [Signature]
FROM: Steven M. Manilla, P.E., County Executive
SUBJECT: Option to Modify Contract Number 12T00071LD (SAP 4400000216)
Janitorial Services, TNR Locations

TNR recommends that Travis County modify the above mentioned contract to include the following services:

Nootsie House Maintenance Barn -- Once a week cleaning - \$50 per month

The product category for janitorial services is 76111500. The budgeted cost center is 1490120115.

If you need additional information, please contact Christina Jensen at (512) 854-7670.

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CJ:SMM:cj
Contract File

MODIFICATION OF CONTRACT NUMBER: 12T00071LD, SAP 4400000216 Janitorial Services, TNR Locations
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ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: Loren Breland TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: February 20, 2014
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ISSUED TO: Villeda Building Services 16804 Brewer Blackbird Drive Pflugerville, TX 78660 Attn: Alai Villeda	MODIFICATION NO.: 4	EXECUTED DATE OF ORIGINAL CONTRACT: February 14, 2012
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ORIGINAL CONTRACT TERM DATES: **February 25, 2012 through February 24, 2013** CURRENT CONTRACT TERM DATES: **February 25, 2014 through February 24, 2015**

FOR TRAVIS COUNTY INTERNAL USE ONLY:
 Original Contract Amount: \$ _____ Current Modified Amount \$ _____

DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Effective March 1, 2014 this contract is modified to add the following;

Nootsie House Maintenance Barn – Once a week cleaning. \$50.00 per month.

East Metro Park Pavilion Cleaning is changed to twice a month cleaning done on the 1st and 3rd Fridays of each month.

East Metro Park Pavilion Basic Cleaning - \$150.00 per month
 East Metro Park Pavilion Interior Window Cleaning - \$200.00 per month
 East Metro Park Pavilion Exterior Window Cleaning - \$200.00 per month

Note to Vendor:
 [XX] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
 [] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>Villeda Building Service LLC</u>	<input type="checkbox"/> DBA
BY: <u>[Signature]</u> SIGNATURE	<input type="checkbox"/> CORPORATION
BY: <u>Alai Villeda</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>President</u> ITS DULY AUTHORIZED AGENT	DATE: 2-20-2014

TRAVIS COUNTY, TEXAS	DATE:
BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	

TRAVIS COUNTY, TEXAS	DATE:
BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	