

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Stephen Schroeder, Chief, Office of Administration
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services
DATE: January 29, 2021
RE: Contract Number 19/20-164 Amendment, Ivey League Cleaning Services, LLC.

RECOMMENDATION

Authorize the Executive Director to amend to Contract Number 19/20-164 with Ivey League Cleaning Services for enhanced sanitization services, for an amount not to exceed \$40,000.

BACKGROUND

In September 2020, the District renewed the contract with Ivey League Cleaning Services, LLC., for an amount not to exceed \$25,500. Due to the COVID-19 pandemic, the District increased service days and implemented nightly sanitization of common areas in addition to the base services agreement. In anticipation that enhanced sanitization will continue to be required, staff is requesting an additional \$14,500 be added to the contract amount through September 30, 2021. If COVID-19 guidelines reduce or eliminate the need for the additional, enhanced services, the contract payments will be reduced accordingly.

Contract amounts are set forth below.

Base Monthly Amount	\$1,750
COVID-19 Monthly Amount	\$1,480
Total Monthly Amount (Est)	\$3,230
Total Annual Amount	\$38,760

The amount requested that exceeds the current projected cost will be used in the event additional services need to be added as COVID-19 related guidelines are updated.

Funding for this contract is included in the Fiscal Year 2020-2021 Final Budget under the following account codes - 13-2586-3-3300-03 and 13-2586-3-3500-20-52.

SCS/tm