



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Johnathan Skinner, Director Of Community Services

Date: June 13, 2023

Subject: Amendment No. 1 to Contractor Services Agreement Between Azteca Cleaning Services LLC and the City of Lake Elsinore.

Recommendation

Approve and authorize the City Manager to execute Amendment No. 1 to the On-Call Contractor Services Agreement with Azteca Cleaning Services, LLC in an additional amount not to exceed \$50,000 (new annual total of \$261,000) for cleaning services in such final form as approved by the City Attorney; and authorize the City Manager to execute change orders not exceeding a 10% contingency of \$26,100 for uncertainties and adjustments.

Background

On August July 13, 2021 the City of Lake Elsinore entered into an agreement (Attachment 1) with Azteca Cleaning Services, LLC to assist the City of Lake Elsinore with services on-call cleaning services at the Anchor. Azteca responded providing the required information. The Azteca Cleaning Services proposal was fully vetted and negotiated to ensure fair and reasonable pricing and because of the exceptional cleaning requirements and challenges, the proposal contains multiple levels of service. To fully evaluate the performance of Azteca Cleaning Services, the City previously executed an on-call agreement with Azteca for \$30,000 and has been pleased with the performance.

Azteca cleaning services have been utilized by the City to satisfy exceptional disinfecting and sanitizing requirements at both the Anchor and Launch Pointe. Also, the City has experienced the work of Azteca Cleaning Services at several City construction projects and City facilities and has found the work of this company superior to other cleaning service companies. Azteca Cleaning Services LLC exceeds the normal cleaning service elements and includes disinfecting and sanitizing specialized cleaning, matching, and exceeding hospital, and hotel standards. Of particular importance to the Anchor and Launch Pointe, housing facilities is the attention to detail

and high level of cleaning service Azteca performs with total compliance with all COVID-19 disinfecting and sanitizing standards.

Discussion

The maximum contract amount for FY22/23 has nearly been exhausted due to the volume of work the City has asked Azteca to perform. With four bi-weekly invoices pending for the fiscal year for each facility, an estimated additional \$50,000 in expenses will be incurred during the remainder of the fiscal year. The proposed amendment increases the annual allotment by \$50,000.

Fiscal Impact

Approval of this item will result in an annual increase of \$50,000 per year from not-to-exceed \$211,000 to not-to-exceed \$261,000 for FY 22/23 and FY 23/24 as well as FY 24/25 should the option for extension be exercised by the City. The maximum total increase for the next three fiscal years is \$150,000.

Attachments

Attachment 1 - On-Call Contractor Services Agreement from July 13, 2021

Attachment 2 - Amendment No. 1 to On-Call Contractor Services Agreement