



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Rick De Santiago, Public Works Manager

Date: September 12, 2023

Subject: Agreement for Contractor Services with West Coast Services for Monthly Window Washing Services for Citywide Facilities

Recommendation

Approve and authorize the City Manager to execute an Agreement for Contractor Services with West Coast Services for Monthly Window Washing Services for Citywide Facilities in an amount not to exceed \$13,715.00 per Fiscal Year for a term of three (3) years in such final form approved by the City Attorney and authorize the City Manager to execute change orders not to exceed a 10% contingency of \$1,371.00 for unanticipated costs.

Background

West Coast Services has provided window washing services to the City of Lake Elsinore for the past seven years. West Coast Services is scheduled for every four weeks and provides the following services:

- Exterior window washing
- Hard Water Stain Removal
- Algae Removal
- Glass Door Cleaning
- Interior Window Washing
- Mold Removal
- Window awning cleaning

Discussion

Staff would like to continue with the much-needed monthly interior/exterior window washing services for Citywide Facilities. This Agreement will provide monthly window cleaning services to the following facilities:

- Public Works Administration Building
- City Hall
- Senior Center
- Chamber of Commerce
- Lake Community Center
- Neighborhood Center

Fiscal Impact

Funds are available in the City's Fiscal Year 23/24 Annual Operating Budget.

Attachments

Attachment 1- Agreement
Exhibit A- Proposals