To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: April 18 2014

Re: Authorization to Execute the First Option Year for Custodial and Seasonal Services Contract

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute the first option year for the custodial and seasonal service contract with Fresh Air Duct Cleaning, LLC of Baltimore, Maryland in the amount of $1,760,000 for a total contract value not to exceed $3,460,000.

Background:

On April 19, 2013, the Operations Board approved a new five-year contract with one base year and four one year options for the custodial and seasonal services contract with Fresh Air Duct Cleaning, LLC. The base year of this contract is set to expire at the end of May 2014.

The contract includes base work along with task order work on an as needed basis to address custodial, landscaping, snow removal, station and platform cleaning as well as trash removal services. VRE staff will return to the VRE Operations Board to seek authorization for individual task order work above the Chief Executive Officers authority limit.

Fiscal Impact:

Funding for this contract is accounted for in the FY2014 and FY2015 operating budgets for facilities custodial and winter weather services.
Virginia Railway Express
Operations Board

Resolution
9D-04-2014

Authorization to Execute the First Option Year for
Custodial and Seasonal Services Contract

WHEREAS, VRE facilities require daily custodial and seasonal services including landscaping and snow removal; and,

WHEREAS, a procurement was completed in April 2013 to provide facilities custodial and seasonal services over a period of five years, to include a base year, plus four one-year renewal options; and,

WHEREAS, the current base year is set to expire on May 19, 2014.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board is being asked to authorize the Chief Executive Officer to execute the first option year for the custodial and seasonal service contract with Fresh Air Duct Cleaning, LLC of Baltimore, Maryland in the amount of $1,760,000, for a total contract value not to exceed $3,460,000.

Approved this 18th day of April 2014

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Paul Milde
Chairman

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Gary Skinner
Secretary