City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office: 9/5/2025**

2. **Primary contact person and Department requesting agenda item: Christy Bass, Parks & Recreation**

3. **Requested Council meeting date: October 28, 2025**

4. **Subject:** T&T Cleaning Contract Resolution Amendment

5. **Action Requested:** Resolution authorizing the City Manager to amend a contract with T&T Cleaning for custodial services in recreation facilities, to approve three additional renewals for an amount not to exceed $404,423.80, to provide additional funding for the current fiscal year, and to execute all documents necessary to effect the amendment, renewals, and funding.

6. **Note if time sensitive, and why:** Additional funding is needed to pay for services provided this year and the term of the existing contract is ending in early 2026.

7. **Potential fiscal impact(s) - if known by staff at time of request:** $9,361.22 is needed to fully fund the current contract through the remainder to the current contracting period. These funds have been identified in the Parks and Recreation operating budget.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
    - Staff performed outreach to minority and women-owned businesses through solicitation processes, which include posting on the State's Interactive Purchasing System and requiring prime contractors to reach out to Minority & Women-Owned Business Enterprise (MWBE) service providers for subcontracted services.
    - No MWBE firms submitted bids with this prime contractor, and all work will be self-performed by the prime contractor.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - Resolution 23-155 authorized the City Manager to execute a contract with T&T Cleaning for custodial services in recreation facilities, and further authorized three renewals for an amount not to exceed $395,062.58.
    - The contract was amended in 2023 to add cleaning services for the newly constructed Grant Center gym, Mama T's, and the Grove Street Center due to staffing challenges.
    - The contract needs an additional $9,361.22 for services throughout the remainder of the fiscal year.
    - The contract's term ends in early 2026.