



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TDD/TTY 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 3, 2009

FR: Executive Director

W.I.: 1153

RE: Contract Amendment: Janitorial Services: Accent Service Company, Inc.

On May 26, 2006, MTC issued a joint agency Request for Proposal (RFP) with the Association of Bay Area Governments inviting firms to submit a proposal to provide janitorial service for the Joseph P. Bort MetroCenter common areas, and for MTC and ABAG office spaces. The contract was awarded to B&C Janitorial Service, Inc. for the period of September 11, 2006 through June 30, 2007, with the option to renew at a negotiated price for four additional one-year periods through June 30, 2011. Separate contracts were executed by MTC, ABAG and the Regional Administration Facility Corporation (RAFC).

On December 1, 2006, Accent Service Company, Inc. acquired B&C Janitorial Service, Inc. and the three agencies consented to the assignment of the contract to Accent, with no change in terms. Accent Service Company, Inc. pays its staff an amount greater than the City of Oakland's hourly living wage rate of \$10.83, provides medical insurance coverage and offers sick leave benefits. Approval of this contract amendment assumes a 3% COLA and allows services to continue next fiscal year beginning July 1, 2009 through June 30, 2010.

Annual Period	Straight-Time Hourly Rate	Overtime Hourly Rate	Baseline Scope of Work	Additional Work	Annual Payment (NTE)
10/1/06-6/30/07 Original & Amendment #1	\$21.11	\$31.67	\$82,685.52	\$2,314.48	\$85,000
7/1/07-6/30/08 Amendment #2	\$21.74	\$32.62	\$113,554.78	\$3,445.22	\$117,000
7/1/08-6/30/09 Amendment #4	\$22.97	\$34.47	\$119,993.36	\$4,038.64	\$124,032
7/1/09-6/30/10 Amendment #5	\$23.66	\$35.50	\$123,594.00	\$4,159.00	\$127,753

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Accent Service Company, Inc., to provide janitorial services for the MTC offices in the amount not to exceed \$127,753 in FY 2009-10, subject to adoption of the FY 2009-10 Agency Budget by the Commission at its June 24th meeting.

Steve Heminger

SH: DR: tg

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 1153

Consultant: Accent Service Company, Inc., Newport Beach, CA

Work Project Title: Janitorial Services

Purpose of Project: To provide janitorial service for MTC offices

Brief Scope of Work: To provide routine weekly janitorial service such as dusting, vacuuming, polishing, etc. And, to provide weekly, monthly and quarterly in-depth service including rug shampooing, floor waxing, etc.

Project Cost Not to Exceed: \$127,753 (FY 2009-10)

Funding Source: MTC TDA Funds

Fiscal Impact: Funds are included in the FY 2009-10 Agency Budget

Motion by Committee: That the Executive Director or his designee is authorized to execute a contract amendment with Accent Service Company, Inc. to provide janitorial services in FY 2009-10, with an option to renew for one additional one-year period, and that the Chief Financial Officer is authorized to set aside funds up to \$127,753 for such contract amendment, subject to adoption of the FY 2009-10 Operating Budget.

Administration Committee:

Tom Bates, Chair

Approved: June 10, 2009