

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

June 12, 2024

TOPIC: Approval of Front Range Community College Spending Authority Request for Custodial Contract for Westminster Campus

PRESENTED BY: Dr. Colleen Simpson, President

RELATIONSHIP TO THE STRATEGIC PLAN: Goal 4: Refine our value proposition through accessibility, affordability, quality, accountability, resource development, and operational excellence.

EXPLANATION:

Front Range Community College (FRCC) seeks spending authority approval for up to \$3,250,000 to provide custodial/janitorial services on its Westminster Campus through a five-year contract with a vendor not yet determined. The contract with the current vendor, Metro BS Holdings, LLC, DBA Metro Building Services (Metro BS), expires on June 30, 2024.

FRCC is currently finalizing the solicitation process and expects the awarded contract to be no more than \$3.25M over a 5-year period. The awarded vendor will provide custodial/janitorial services covering approximately 250,000 square feet of cleanable space, which includes the following buildings:

- College Hill Library
- Main Building (B & C levels)
- South Classroom Building

Custodial services will include, but are not limited to, classroom cleaning, office cleaning, public space cleaning and restroom cleaning.

Terms of the proposed agreement are as follows:

Vendor: To be determined

Contract Term: July 1, 2024 – June 30, 2029 (Five fiscal years)
The contract will be for one year with four one-year renewal options

Estimated Cost: \$3,250,000

Per State of Colorado Fiscal Rule 3-1 State Contracts, Section 7.8 Personal Services, a personal services review is required for this contract type and is being performed. It

should be determined, based off initial numbers, that continuing to contract for custodial/janitorial services will be financially beneficial compared to hiring staff.

RECOMMENDATION:

Staff recommends the Board approve FRCC's request for spending authority to contract with an awarded vendor not to exceed \$3,250,000 for custodial/janitorial services and that the Board delegate the signature authority of the Board to the FRCC President on the condition that all State and Board required processes are met and the completion of a personal services review that demonstrates contracting for custodial/janitorial services will be financially beneficial per State Fiscal Rule requirements.