

**ITEMS REQUIRING BOCC APPROVAL**  
**5 Items**

**1. CHANGE ORDER #3: CUSTODIAL SERVICES FOR THE DIVISION OF INFORMATION AND OPERATIONS -- FACILITIES DEPARTMENT**  
**FUNDING - BUILDING MAINTENANCE**

RFP #07-0188

<b>Extend Contract for one (1) additional year, December 1, 2012 - November 30, 2013.</b>	<b>SBM Management Services</b>
1. Main Courthouse, 525 N. Main	<b>\$20,358.83 per mo.</b>
2. Adult Detention Facility Lobby, 141 W. Elm	<b>\$295.75 per mo.</b>
3. Historic Courthouse, 510 N. Main	<b>\$2,820.00 per mo.</b>
4. Munger Building, 538 N. Main	<b>\$1,190.66 per mo.</b>
5. Public Safety Center, 714 N. Main	<b>\$1,114.33 per mo.</b>
6. Adult Intensive Supervision Program (AISP), 905 N. Main	<b>\$791.03 per mo.</b>
7. Total Cost per Month	<b>\$26,570.60</b>
8. Total Additional Annual Cost	<b>\$318,847.20</b>
9. Emergency Hourly Rate for Straight Time	<b>Staff -\$13.20 per hr.</b> <b>Supervisor -\$17.80 per hr.</b>
10. Emergency Hourly Rate for Overtime	<b>Staff- \$17.16 per hr.</b> <b>Supervisor -\$23.14 per hr.</b>

On the recommendation of Brandy McCune, on behalf of the Facilities Department, Jennifer Dombaugh moved to **accept the change order to extend the contract for one (1) additional year with SBM Management Services for an annual total of \$318,847.20 and establish an emergency hourly rate.** Tim Kaufman seconded the motion. The motion passed unanimously.

Purchasing issued a RFP to include the buildings under this contract and many other County facilities to consolidate them into one contract. The RFP was put out but then cancelled due to a high changeover in staff in the Facilities Department. Due to the size of this project, Purchasing and Facilities decided that it would be in the County's best interest to cancel the RFP and renew the current contracts with the vendors at the various facilities for one more year. The departments included are COMCARE, Health Department, Sheriff's Office, Fleet Management, EMS, Public Safety, Forensic Science Center, Appraisers, Corrections and Housing, for a total of 29 facilities.

Note: The original contract amount/time was for \$1,929,600.00 and five (5) years. The cumulative to-date total for change orders 1-3 is \$318,323.52, which represents an overall cost increase of 16.5% to the original contract. The extension of one (1) year represents a 20% increase to the original contract time.

<p>Change Order #1                  Addition of one (1) day time day porter ( Customer Service Representative) for the Sedgwick County Courthouse (525 N. Main) beginning Sept. 20, 2011. Total Add: \$30,075.96. Continue to perform on 2nd shift, but service all office space one (1) time per week beginning January 1, 2012. Total deduct: \$40,092.00. <b>Net deduction: (\$10,016.04).</b></p>
<p>Change Order #2                  The additional cleaning of the AISP building located at 905 N. Main, beginning September 20, 2011. Total Addition: \$9,492.36</p>

**2. CHANGE ORDER # 1: CUSTODIAL SERVICES -- COMCARE  
FUNDING --COMCARE**

RFP #09-0243

	<b>EH Technical Solutions</b>	
<b>Extend Contract for one (1) additional year, October 1, 2012 - September 30, 2013, and reduce services at COMCARE Administrative, CDDO and CSS Buildings.</b>	Original Prices	Revised Prices
1. COMCARE Administrative, 635 N. Main	\$981.70 per mo.	<b>\$809.90 per mo.*</b>
2. Addiction Treatment, 940 N. Waco	\$740.00 per mo.	<b>\$740.00 per mo.</b>
3. Center City, 154 N. Topeka	\$539.50 per mo.	<b>\$539.50 per mo.</b>
4. Community Disability (CDDO), 615 N. Main	\$520.00 per mo.	<b>\$429.00 per mo.*</b>
5. SCOAP, 1720 E. Morris	\$429.00 per mo.	<b>\$429.00 per mo.</b>
6. Therapeutic Preschool, 603 S. Erie	\$317.00 per mo.	<b>\$317.00 per mo.</b>
7. Medical Services, 1969 W. 21st N.	\$377.00 per mo.	<b>\$377.00 per mo.</b>
8. Community Support (CSS), 1929 W. 21st N.	\$1,465.73 per mo.	<b>\$1,465.73 per mo.</b>
9. Community Support (CSS), 1929 W. 21st N. (additional on-site support between 12:00 pm - 3:00 pm Monday - Friday)	\$651.00 per mo.	<b>\$0.00 per mo.**</b>
10. Crisis Center, 934 N. Water	\$507.28 per mo.	<b>\$507.28 per mo.</b>
<b>Total Cost Per Month</b>	<b>\$6,528.21</b>	<b>\$5,614.41</b>
<b>Total Additional Annual Cost</b>	<b>\$78,338.52</b>	<b>\$67,372.92</b>
<b>Emergency Hourly Rate</b>	<b>\$20.00 per hr.</b>	<b>\$20.00 per hr.</b>

On the recommendation of Brandy McCune, on behalf of COMCARE, Jennifer Dombaugh moved to **accept the change order to extend the current contract for one (1) additional year at revised lower pricing with EH Technical Solutions for an annual total of \$67,372.92 and establish an emergency hourly rate.** Tim Kaufman seconded the motion. The motion passed unanimously. David Spears joined the meeting at 10:04 a.m.

With this extension there will be a 14% decrease in cost with the reductions in services listed below:

\*Administrative & CDDO buildings will no longer have the private offices cleaned.

\*\*CSS will no longer have additional on-site staff support.

Purchasing issued a RFP to include the buildings under this contract and many other County facilities to consolidate them into one contract. The RFP was put out but then cancelled due to a high changeover in staff in the Facilities Department. Due to the size of this project, Purchasing and Facilities decided that it would be in the County's best interest to cancel the RFP and renew the current contracts with the vendors at the various facilities for one more year. The departments included are COMCARE, Health Department, Sheriff's Office, Fleet Management, EMS, Public Safety, Forensic Science Center, Appraisers, Corrections and Housing, for a total of 29 facilities.

Note: The original contract amount/time was for \$235,015.56 and three (3) years. The cumulative to-date total for change order 1 is \$67,372.92, which represents an overall cost increase of 28.67% to the original contract. The extension of one (1) year represents a 33.3% increase to the original contract time.

**3. CHANGE ORDER #1: CUSTODIAL SERVICES FOR FORENSIC SCIENCE CENTER --  
FORENSIC SCIENCE CENTER  
FUNDING -- FACILITIES DEPARTMENT**

RFP #11-0240

<b>Extend Contract for one (1) additional year, December 1, 2012 - November 30, 2013.</b>	<b>HHM Facility Management</b>
Forensic Science Center, 1109 N. Minneapolis	
1. Monthly Cleaning Rate	<b>\$2,175.00</b>
2. Emergency Hourly Rate	<b>13.95 per hr.</b>
3. Total Additional Annual Cost	<b>\$26,100.00</b>

On the recommendation of Brandy McCune, on behalf of the Facilities Department, Tim Kaufman moved to **accept the change order to extend the contract for one (1) additional year with HHM Facility Management for an annual total of \$ \$26,100.00, and establish an emergency hourly rate.** Jennifer Dombaugh seconded the motion. The motion passed unanimously.

Purchasing issued a RFP to include the buildings under this contract and many other County facilities to consolidate them into one contract. The RFP was put out but then cancelled due to a high changeover in staff in the Facilities Department. Due to the size of this project, Purchasing and Facilities decided that it would be in the County's best interest to cancel the RFP and renew the current contracts with the vendors at the various facilities for one more year. The departments included are COMCARE, Health Department, Sheriff's Office, Fleet Management, EMS, Public Safety, Forensic Science Center, Appraisers, Corrections and Housing, for a total of 29 facilities.

Note: The original contract amount/time was for \$23,925.00 and 11 months. The cumulative to-date total for change order 1 is \$26,100.00, which represents an overall cost increase of 109.09% to the original contract. The extension of one (1) year represents a 109.09% increase to the original contract time.

**4. CHANGE ORDER #1: CUSTODIAL SERVICES FOR HEALTH DEPARTMENT --  
HEALTH DEPARTMENT  
FUNDING - HEALTH DEPARTMENT**

RFP #08-0309

<b>Extend Contract for one (1) additional year, December 31, 2012 - November 30, 2013.</b>	<b>EH Technical Solutions</b>
Heath Department, 2716 W. Central	
1. Daily Cleaning Rate	<b>\$47.55</b>
2. Emergency Hourly Rate	<b>\$19.90 per hr.</b>
3. Estimated Total Additional Annual Cost ( based on 304 days)	<b>\$14,500.00</b>

On the recommendation of Brandy McCune, on behalf of the Health Department, Tim Kaufman moved to **accept the change order to extend the contract for one (1) additional year with EH Technical Solutions for an estimated annual total of \$14,500.00 and establish an emergency hourly rate.** Sara Jantz seconded the motion. The motion passed unanimously.

Purchasing issued a RFP to include the buildings under this contract and many other County facilities to consolidate them into one contract. The RFP was put out but then cancelled due to a high changeover in staff in the Facilities Department. Due to the size of this project, Purchasing and Facilities decided that it would be in the County's best interest to cancel the RFP and renew the current contracts with the vendors at the various facilities for one more year. The departments included are COMCARE, Health Department, Sheriff's Office, Fleet Management, EMS, Public Safety, Forensic Science Center, Appraisers, Corrections and Housing, for a total of 29 facilities.

Note: The original contract amount/time was for \$43,500.00 and three (3) years. The cumulative to-date total for change order 1 is approximately \$14,500.00, which represents an overall cost increase of 33.3% to the original contract. The extension of one (1) year represents a 33.3% increase to the original contract time.

**5. CHANGE ORDER #1: CUSTODIAL SERVICES -- EMERGENCY MEDICAL SERVICES & FLEET MANAGEMENT  
FUNDING -- EMS/FLEET MANAGEMENT**

RFP #09-0223

	<b>EH Technical Solutions</b>
<b>Extend Contract for one (1) additional year, October 1, 2012 - September 30, 2013.</b>	
<b>Twice weekly* Custodial Services Fleet Management - 1021 Stillwell</b>	
1. Daily Rate	<b>\$69.21</b>
2. Emergency Hourly Rate	<b>\$20.00 per hr.</b>
3. Estimated Annual Cost	<b>\$8,028.36</b>
<b>Twice weekly* Custodial Services Emergency Medical Services - 1015 Stillwell</b>	
1. Daily Rate	<b>\$70.00</b>
2. Emergency Hourly Rate	<b>\$20.00 per hr.</b>
3. Estimated Annual Cost	<b>\$8,120.00</b>
Estimated Total Additional Annual Cost (based on 116 days)	<b>\$16,148.36</b>

On the recommendation of Brandy McCune, on behalf of Fleet Management and Emergency Medical Services, David Spears moved to **accept the change order to extend the contract for one (1) additional year with EH Technical Solutions for an estimated annual total of \$16,148.36 and establish an emergency hourly rate.** Jennifer Dombaugh seconded the motion. The motion passed unanimously.

Purchasing issued a RFP to include the buildings under this contract and many other County facilities to consolidate them into one contract. The RFP was put out but then cancelled due to a high changeover in staff in the Facilities Department. Due to the size of this project, Purchasing and Facilities decided that it would be in the County's best interest to cancel the RFP and renew the current contracts with the vendors at the various facilities for one more year. The departments included are COMCARE, Health Department, Sheriff's Office, Fleet Management, EMS, Public Safety, Forensic Science Center, Appraisers, Corrections and Housing, for a total of 29 facilities.

Note: The original contract amount/time was for an estimated \$48,445.08 and three years. The cumulative to-date total for change order 1 is approximately \$16,148.36, which represents an overall cost increase of 33.3% to the original contract. The extension of one (1) year represents a 33.3% increase to the original contract time.