



TITLE

Janitorial Services Agreement

RECOMMENDATION

Authorize the City Manager to enter into an agreement with Premier Property Preservation, LLC for janitorial services for a term of one (1) year with the option for the City Manager to approve two (2) additional one (1) year extensions.

CONTACT

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Brian Materne, Superintendent

Noni Thomas, Management Analyst

BACKGROUND & ANALYSIS

Janitorial services are a necessity throughout city owned facilities. The Public Works Department has one employee for the Building Maintenance division that must carry out all day-to-day and specialty maintenance, which makes it necessary to contract out janitorial services.

In February 2025, staff posted a Request for Proposals through OpenGov, the City's procurement portal. Through that process, eight (8) proposals were received in March 2025. Of those proposals, one (1) company was previously utilized, and staff was not pleased with their performance and three (3) others seemed to have had errors in their bid tabulations. The annual base costs for each:

Karla's Janitorial	\$128,000
Univeral Building Services	\$159,000
Built Clean	\$182,000
CBJ Building Maintenance	\$198,000
Premier Property Preservation	\$201,000
JJ Janitorial Services	\$255,500
ABM	\$258,000
Vested Solutions	\$410,500

Staff recommends contracting with Premier Property Preservation, LLC as they were the most responsible proposer. The contract term would be for one (1) year with two (2) one (1) year extensions to be approved by the City Manager. The total annual contract will be for \$201,000 which includes special event pricing of an average of 48 events per year.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Staff estimates the total contract for the first year should not exceed \$201,000 with the inclusion of added costs for cleaning after special events. Special events were calculated at an average of 48 annually at an amount of \$8,700 over the base bid. Funds were budgeted in the ISF Building Maintenance Fund 651-50-535-42190.

ENVIRONMENTAL REVIEW

15378(b) - The action is not a "Project" subject to the California Environmental Quality Act ("CEQA") because it does not qualify as a "Project" under Public Resources Code Sections 21065 and 21080 and in Section 15378(b) of Title 14 of the California Code of Regulations.

ATTACHMENTS:

[1. Resolution Premier Property Preservation](#)