



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Elizabeth Gibbs, City Manager

PREPARED BY: Holly Stuart, Public Works Program Manager
Arturo Vela, Director of Public Works

MEETING DATE: June 9, 2026

SUBJECT: Consideration of Resolution 2026-80, Approving Amendment No. 5 to the Custodial Services Agreement with Executive Facilities Services, Inc. (EFS) in the amount of \$246,725 for Fiscal Year 2026-2027 Custodial Services at City Facilities

STAFF RECOMMENDATION:

Adopt Resolution 2026-80

BACKGROUND:

On May 23, 2023, Resolution 2023-92 was approved, awarding a Custodial Services Agreement to EFS in the amount of \$184,752.42 with the option to renew four (4) additional single-year periods. Upon the annual review of services, staff recommended a one-year contract extension.

On June 11, 2024, Amendment No. 1 to the agreement was approved, extending the term for a one-year period and adding janitorial supplies (e.g., toilet paper, hand soap, paper towels, etc.) in the amount of \$221,492.44 for Fiscal Year (FY) 2024-2025, beginning July 1, 2024, through June 30, 2025.

On May 27, 2025, Amendment No. 2 to the agreement was approved, extending the term by an additional year for \$224,511.56, beginning July 1, 2025, through June 30, 2026, increasing the total contract to \$630,756.42. During this period, Amendments No. 3 & 4 were administratively processed, increasing the agreement to \$644,085.42. Amendment No. 3 added services for 3 days/week restroom cleaning services at the Senior and Community Center, and Amendment No. 4 added monthly PD West cleaning services.

At this time, staff has evaluated and confirmed that the contractor continues to provide satisfactory services; therefore, staff recommends a term extension for FY 2026-2027 beginning July 1, 2026, through June 30, 2027. Overall, based on the change in the Riverside-San Bernardino-Ontario Consumer Price Index for the March 2025 to March 2026 period, the increase in annual compensation is within the CPI change and amounts to approximately 3.10%. If approved, Amendment No. 5 will increase the compensation under the agreement by \$246,724.64, which includes services and supplies. The total agreement will amount to approximately \$890,810.06, with the remaining option to renew for one (1) additional year.

| Fiscal Year | Document Description | Action | Annual Compensation | Cumulative Contract Value |
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| FY 2023-2024 | Original Agreement | Original Agreement | \$184,752.42 | |
| FY 2024-2025 | Amendment 1 | Annual Renewal w/ addition of supplies | \$221,492.44 | \$406,244.86 |
| FY 2025-2026 | Amendment 2 | Annual Renewal | \$224,511.56 | \$630,756.42 |
| FY 2025-2026 | Amendment 3 | Community Services Restrooms | \$12,454.00 | \$643,210.42 |
| FY 2025-2026 | Amendment 4 | PD West | \$875 | \$644,085.42 |
| FY 2026-2027 | Proposed Amendment 5 | Annual Renewal (excluding PD West) | \$246,724.64 | \$890,810.06 |

The scope of work for renewal services includes five (5) days per week, facility maintenance of the Civic Center, City Yard, and Banning Police Department. The Banning Water Shop, Community/Senior Center Restrooms, and park restrooms require services three (3) days per week, with the Community/Senior Centers being restricted to quarterly floor and window cleanings. Additional compensation for Fiscal Year 2026-2027 services amounts to \$217,826.44, including \$2,500 for services as needed.

In addition to custodial services and cleaning supplies, the agreement provides consumable janitorial supplies (e.g., toilet paper, hand soap, paper towels, etc.). It also includes all labor for inventory maintenance, ordering, delivery, and stocking of supplies for all City facilities serviced under the agreement. Additional compensation for this portion of the Agreement totals \$28,898.20, including \$2,500 for services and or supplies as needed.

Regarding janitorial supplies, it is also important to note that products provided under this approval will meet the State recycled-content paper requirements outlined by Senate Bill 1383 (CARecycling.ca.gov) and summarized below. Beginning January 1, 2022, SB 1383 requires jurisdictions to purchase recycled-content paper products that are recycled:

- Toilet paper shall consist of at least 45 percent, by fiber weight, post-consumer recycled content fiber
- Paper towels shall consist of at least 40 percent, by fiber weight, post-consumer recycled content fiber
- Toilet seat covers shall consist of at least 20 percent, by fiber weight, post-consumer recycled content fiber

This extension supports the City’s strategic goals by maintaining clean, safe, and well-kept public facilities that enable efficient internal operations and reliable service delivery for the community.

JUSTIFICATION:

Custodial services are needed to provide regular scheduled custodial services to effectively, efficiently, and safely maintain a high level of cleanliness for City facilities. Upon evaluating the existing services provided by EFS, staff recommends renewing the contract and processing Amendment No. 5 for FY 2026-2027. If approved, one (1) additional extension year remains for contract renewal.

FISCAL IMPACT:

Amendment No. 5 will be funded by the operational budget of the Building and Maintenance Division, Account 704-3200-412.33-18 (Custodian Services).

ATTACHMENTS:

1. [City Of Baining 2027 Rates with CPI Increase.xlsx](#)
2. [Orig_C00845_EFS.pdf](#)
3. [Amend No 1 EFS.pdf](#)
4. [Amend No 2 EFS.pdf](#)
5. [Amend No 3 EFS.pdf](#)
6. [Amend No 4 EFS.pdf](#)
7. [Amendment No 5 C00845 - FINAL DRAFT.pdf](#)
8. [Reso_2026-80 JT edits.docx](#)