Agenda Item No: 1.j

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: May 19, 2026
Submitted by: Lydie Gutfeld
From: Community Services

Subject:
AWARD CONTRACT TO COMMERCIAL BUILDING MANAGEMENT INCORPORATED (CBM) FOR JANITORIAL SERVICES IN PARK RESTROOMS

Financial Impact:

Expense:	$ 65,135	Contract Cost
Budgeted:	$ 65,135 (annual)	FY 2026-27 Operating Budget (101-80407-6300)
	$ 195,408	Initial 3-year contract total not to exceed cost

Summary:
On April 9, 2026, the City publicly solicited competitive bids for janitorial services at park restrooms. The City received ten (10) bids for these services. Staff recommends the City Council award a three-year Maintenance Services Agreement to Commercial Building Management (CBM) Incorporated (lowest bid) for a three-year cumulative contract amount of $195,408.

Recommended Action:
It is recommended that the City Council:

1. Approve a Maintenance Services Agreement with Commercial Building Management (CBM) Incorporated for park restroom janitorial services for a cumulative contract not-to-exceed amount of $195,405 for the initial three (3) year contract term, with the option to extend the term for one (1) additional two (2) year term; and
2. Authorize the City Administrator to approve contract change orders up to ten percent (10%) of the cumulative contract amount, or $19,540; and
3. Authorize the City Administrator and/or her designee to execute all necessary documents, in a form approved by the City Attorney; and
4. Authorize the City Administrator to approve the eligible agreement term extension based upon contractor performance and at the discretion of the City.

Strategic Plan Statement:
By awarding this contract, the City will continue to meet Strategic Goal No. 3: Infrastructure, Facilities & Public Spaces by maintaining our public facilities and ensuring they remain clean, attractive, and reflective of the city's commitment to quality.

Discussion:
Since April 2016, janitorial services for park restrooms have been contracted to a company

that maintains and cleans restrooms at Kraemer Park, McFadden Park, Tuffree Park, Koch Park, Vaqueros Park, Arroyo Verde Park, Atwood Park, and Placentia Champions Sports Park. The scope of work requires the contractor to provide routine janitorial services for all City park restroom facilities, seven (7) days per week, including holidays. The contractor shall provide all cleaning supplies, paper, and soap for each restroom. The contractor is also responsible for unlocking all restroom facilities by 7:00 a.m. each day, and for completing all restroom maintenance by 10:00 a.m. Staff locks the restrooms at the end of each day. In addition, the contractor will be required to remove graffiti and provide minor plumbing repairs as needed. The City's current contract for these services is set to expire on June 30, 2026.

On April 9, 2026, the Community Services and Public Works Staff publicly solicited competitive bids for a new park janitorial contract and received ten (10) bids with the lowest bidder being Commercial Building Management (CBM) Incorporated in the amount of $65,135 per year. Commercial Building Management (CBM) currently has contracts with the City of Bell, Redondo Beach, Torrance, and the County of Riverside. Their key personnel have a combined 128 years of janitorial experience. CBM will provide the same level of janitorial services in parks as they do in medical buildings.

The City received multiple proposals in response to the RFP. The four lowest and most competitive bids are summarized below:

Rank	Vendor	Annual Bid Amount
1	Commercial Building Management (CBM) Incorporated	$65,136
2	Omni Enterprise, Inc.	$81,000
3	Team One Management Services	$90,000
4	Xanadu Service Systems	$108,032

CBM has been identified as the lowest responsive, responsible bidder for this contract. As such, Staff recommends awarding a maintenance services agreement to CBM for park restroom janitorial services.

Financial Summary:
The agreement with CBM is for three (3) years for a cumulative not-to-exceed contract amount of $195,408 with the option to extend the agreement for one (1) additional two-year term based upon contractor performance and at the discretion of the City. Funding for park restroom janitorial services has been included in the proposed Fiscal Year 2026-27 Operating Budget. Accordingly, sufficient funds exist for the recommended actions.

Attachments
CBM agreement and coi.pdf
BID RFP for Janitorial Services 2026.docx.pdf
Submissions for Solicitation Park Restroom Janitorial Services 2026 planet bids.pdf