



# City of San Antonio

## Contract Summary Sheet

Date: 03/09/2017  
Agenda Item: 17-1513

<b>Name/Title (Caption as shown on agenda):</b> Annual Contract for Custodial Services for San Antonio Public Libraries 6100002259, Change Order 3 MH	
<b>Brief Description of Item(s) and Use:</b> The City of San Antonio City Council, through Ordinance No. 2013-06-02-0429, established a contract with Selrico Services, Inc. for custodial services at branch libraries. A subsequent City Council Ordinance No. 2015-10-01-0838 added Encino Branch Library to the original contract. This Change Order, No. 3, will add Schaefer Branch Library, slated for opening in March 2017, to the contract.	
<b>Total \$:</b>	\$59,364.00 increase, \$6,875,000.00 total contract value
<b>Contract Period:</b>	Upon award through June 30, 2018
<b>Method of Procurement:</b>	Request for Competitive Sealed Proposal
<b>Price Trend:</b>	N/A
<b>Contract Info:</b>	Formal ___ Annual <u>X</u> Support/Maintenance ___ Lease ___
<b>Recommended Contractor(s):</b>	Selrico Services, Inc., 717 W. Ashby Place, San Antonio, TX 78212 (Local)
<b>Previous Contractor(s):</b>	N/A
<b>Comments:</b>	N/A
<b>Anticipated Future Requirements and Action:</b>	N/A
<b>Procurement Alternative:</b>	Should this contract not be approved, the Library Department is not staffed to perform custodial duties at each branch location. A new solicitation would have to be prepared and re-solicited which may result in a lapse of custodial service impacting the public and staff.
<b>Using Department (s):</b>	Library