



STAFF REPORT

CITY of YORBA LINDA

PARKS AND RECREATION DEPARTMENT

DATE: JUNE 21, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: MIKE KUDRON, DIRECTOR OF PARKS AND RECREATION
PREPARED BY: BRAD SKEENE, PARKS AND FACILITIES MANAGER

SUBJECT: CONTRACT AMENDMENT FOR JANITORIAL SUPPLIES FOR CITY FACILITIES TO AMERICAN CHEMICAL & SANITARY SUPPLY COMPANY, INC.

RECOMMENDATION

It is recommended that the City Council approve:

1. A contract amendment with American Chemical & Sanitary Supply Company from the base amount of \$42,000 per fiscal year to \$75,000 for FY 2021/22;
2. Extend the initial contract by one year in the amount of \$75,000 for FY 2022/23.

BACKGROUND

On July 1, 2019, the City entered into an agreement with American Chemical & Sanitary Supply Company, Inc. for an initial three year agreement totaling \$126,000. Approval of this recommendation will increase the total contract amount to \$234,000. To provide better pricing and service, this purchase agreement was structured with a three-year initial term and the flexibility to offer a total of two (2) one-year extensions to create opportunities for long-term relationships. This allows vendors to justify hiring the proper amount of labor and would give the vendor the confidence needed to move forward on the purchase of new equipment or supplies.

Per the provisions of the current agreement, American Chemical & Sanitary Supply Company, Inc. would like to extend and amend the current purchase agreement with the City.

The contract amendment will increase the annual contract amount to \$75,000 annually for Fiscal Years 2021/22 and 2022/23. The original amount of \$42,000 per year is not sufficient to accommodate increased prices and the additional facility, the Cultural Arts Center.

The Janitorial Supplies for City Facilities agreement includes the janitorial supplies for city parks, City Hall, Thomas Lasorda Jr. Field House, Community Center, City Yard, Public Library, Cultural Arts Center and the Police Services building.

**CONTRACT AMENDMENT FOR JANITORIAL SUPPLIES FOR
CITY FACILITIES TO AMERICAN CHEMICAL & SANITARY
SUPPLY COMPANY, INC.**

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FISCAL IMPACT

The funds for this contract amendment have been appropriated in both the Fiscal Year 2021/22 and 2022/23 operating budgets of the Parks and Recreation Department, Library and Police Services.

ALTERNATIVES

1. Do not approve a contract amendment and provide direction to staff.

ATTACHMENTS

1. Amendment No. 1
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