



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 3/16/2021

FOCUS AREA: Infrastructure

STAFF CONTACT: Mary Jaeger/Dianna Wright

SUBJECT: Consideration of renewal of contract with Q4 Industries for janitorial supplies.

ITEM DESCRIPTION:

Consideration of renewal of contract with Q4 Industries for janitorial supplies.

SUMMARY:

In January 2018 the City competitively solicited the janitorial supplies contract. Q4 was awarded the contract.

Analysis in making final award recommendation included elimination of bidders that did not respond/bid on key specified products, could not provide competitive unit costs on products requested and could not provide logistical means for effective/timely product deliveries.

Historically we have spent an average of \$180,000 annually on these commodities.

Staff recommends a two (2) year contract with Q4 Industries through March 31, 2023.

FINANCIAL IMPACT:

Estimated annual expenditures will approximately be \$290,000 per year due to on-going COVID needs. Expenditures under this contract will be charged to citywide business units.

ACTION NEEDED:

Award of contract to Q4 Industries.

ATTACHMENT(S):

None.
