



DATE: June 30, 2022

TO: Tykia Johnson, GM 911 Administrative Fiscal Manager

FROM: Shadi Zeidan, Senior M/WBE Specialist

SUBJECT: M/WBE Memo for 2020-10816 Janitorial Services for GM911,
Change Order #2

The M/WBE Office reviewed the change order request to extend the Janitorial Services contract with Kleen It Up, Inc. at the Emergency Operations Center and to determine continued compliance with the M/WBE Program Plan. The original contract was reviewed by the MWBE Office, and M/WBE firms were included in the initial solicitation. No M/WBE goals were established for this service. The contract was let for one (1) year with the option of two (2) one (1) year renewal.

Kleen It Up, Inc., an MBE vendor was awarded a contract for \$36,000.00. Approved Change Order #1 increased the contract value to \$72,000.00. Change Order #2 will increase the contract value to \$108,000.00. The contract continues to comply with the M/WBE Program Plan and the M/WBE Office supports the extension of the services for additional year.

ID	Company Name	Scope of Work	Original Contract Value and Approved CO#1	Change Order #2	Contract Total	%
MBE	Kleen It Up, Inc.	Janitorial Services	\$72,000.00	\$36,000.00	\$108,000.00	100%

Please be reminded that during the performance of the contract, if there are any changes, including subcontractor replacement, the Department and Vendor must contact the M/WBE Office for approval before making any such changes or substitutions.

SZ

Cc: Allison Staton, M/WBE Compliance Officer
Timothy Jackson, M/WBE Coordinator