



FINANCIAL & ADMINISTRATIVE SERVICES

**DATE:** June 30, 2022

**TO:** Nathaniel “Trey” Davis, Assistant City Manager

**FROM:** Patricia Martin, Contracts Analyst

**DEPARTMENT:** Financial & Administrative Services  
Procurement Services Division

**SUBJECT:** Renewing optional third and final year of a three contract with KleenItUp Inc, contract 2020-10816 for janitorial services at Guilford Metro 911.

**Solicitation:**

At the request of the Guilford Metro 911 Department, Procurement Services solicited for janitorial services in 2020. This solicitation took place under GePS Event 9851. There were eight (8) responsive firms for this event.

**Recommendation:**

The Procurement Services Division concurs with the Guilford Metro 911 Department to approve this contract with KleenItUp Inc.

**Outreach:**

- There were 1035 solicited through GePS.
- There were 77 M/WBE vendors notified from the list provided by their office.
- KleenItUp Inc., is a registered HUB vendor with the State of North Carolina.

**Financial information:**

- Account # 687-3901-01. 5613
- Contract # 2020-10816
- Contract Term: August 1, 2022 – July 31, 2023
- FY23
- Estimated annual contract value - \$36,000.00
- Total Contract Value - \$108,000.00

PM  
Attachment