

RESOLUTION NO. 20-094

P.R. NO. 21311
02/03/2020 RAJ

A RESOLUTION AUTHORIZING THE SECOND YEAR (FIRST RENEWAL) OF THE CONTRACT WITH SOUTHEAST TEXAS BUILDING SERVICES OF NEDERLAND, TEXAS, FOR JANITORIAL SERVICES AT 501 PROCTER WITH A PROJECTED BUDGETARY IMPACT OF \$20,000.00; EDC BUILDING ACCOUNT NO. 120-1429-582.32-00

WHEREAS, pursuant to Resolution No. 19-162, the City of Port Arthur Section 4A Economic Development Corporation ("PAEDC") entered into a one-year contract with the option to renew for three (3) additional one-year periods with Southeast Texas Building Services of Nederland, Texas for janitorial services for the property located at 501 Procter Street; and

WHEREAS, on March 2, 2020, the PAEDC Board of Directors approved the renewal of the contract between PAEDC and Southeast Texas Building Services for the period of May 23, 2020 to May 23, 2021, with a projected budgetary impact of \$20,000.00 per year.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT ARTHUR:

Section 1. That the facts and opinions in the preamble are true and correct.

Section 2. That City Council hereby approves the first renewal of the contract with Southeast Building Services of Nederland, Texas for janitorial services for PAEDC with a projected budgetary impact of \$20,000.00 for the time period of May 23, 2020 to May 23, 2021.

Section 3. That an authorized agent of Southeast Building Services will sign this Resolution agreeing to the terms thereof.

Section 4. That a copy of this Resolution shall be spread upon the Minutes of the City Council.

READ, ADOPTED AND APPROVED on this 17th day of March A.D., 2020, at a

Meeting of the City Council of the City of Port Arthur, Texas, by the following vote: AYES:



Mayor Bartie; Mayor Pro Tem Gaurcet

Councilmembers Scott, Jones, Kinlaw, Moser
and Frank

NOES: none

ATTEST:

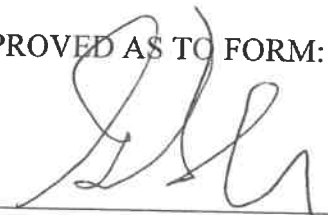

Thurman Bartie, Mayor


Sherri Bellard, City Secretary



APPROVED:


Floyd Batiste, PAEDC CEO

APPROVED AS TO FORM:


Guy N. Goodson, PAEDC Attorney


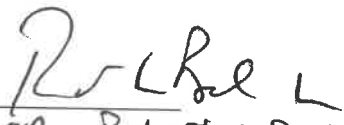
APPROVED AS TO FORM:



Valecia R. Tizeno, City Attorney

AGREED TO:

SOUTHEAST TEXAS BUILDING SERVICES

By:  
Print Name: Garrett Anderson Robert L Bodin Jr
Title: V. P.

APPROVED AS TO AVAILABILITY OF FUNDS:



Kandy Daniel, Interim Finance Director

Exhibit “A”

JANITORIAL SERVICES CONTRACT

That this Janitorial Services Contract (the "Contract") is made on this ____ day of _____ 2020 by and between the City of Port Arthur Section 4A Economic Development Corporation (the "PAEDC"), organized under the laws of the State of Texas and **Southeast Texas Building Services** (the "Contractor".)

WITNESSETH

WHEREAS, the PAEDC advertised for request for proposals for janitorial services to provide janitorial services for offices located in the 501 Procter Street property (the 'Property'); and

WHEREAS, through such evaluation it was determined that Southeast Texas Building Services presented the best response; and

WHEREAS, the PAEDC entered into a janitorial services contract with Southeast Texas Building Services for \$1,280.00 per month; and

NOW, THEREFORE, for and in consideration of the mutual covenants and promises contained herein the parties hereby agree as follows:

I.

SCOPE OF SERVICES

1.01-Services

Contractor agrees to perform the services and comply with the provisions specified in the Request for Bid Proposals (the "RFP"), copies of which are attached hereto as Exhibits "A" and "B", respectively, and incorporated herein by reference for all purposes. The RFP consists of the Notice to Bidders, Instructions to Bidders, and Specifications for Janitorial Services. The RFP and Bid Proposal comprise a part of this contract as it fully set forth herein and such provisions form a part of this contract. To the extent of a conflict or inconsistency between or among the provisions of this Contract document, the RFP and/or Bid, the documents shall control in the following order of precedence:

1. this Janitorial Services Contract document;
2. the RFP;
3. the Bid.

Vendors are responsible for inspecting the Property prior to submitting bids.

II.
COMPENSATION

2.01 – Payments

The Contractor shall perform the services required by this contract for the fees set forth in the Bid Proposal and bill the PAEDC with an invoice submitted to the management and leasing agent. Invoices shall be submitted on or before the 10th day of each month for services performed in the preceding month. Payment shall be made within 30 days of receiving the invoice. Contractor shall notify the PAEDC and the management and leasing agent of any changes of address, phone number, or email within five (5) days.

III.
TERM

3.01- Term

Subject to the provisions of this Contract the term of this Contract shall commence on approval by City Council and shall terminate one year later unless terminated earlier in accordance with the provisions hereof. The Contract shall be for one (1) year with two (2) additional one (1) year renewable options. Renewal shall be the sole option of the PAEDC if agreed to by the Contractor. The PAEDC may cancel this contract without cause upon thirty (30) days written notice prior to the date of termination.

IN WITNESS WHEREOF; the parties have made and executed this Contract in multiple copies, each of which shall be an original, as of this ____ day of _____, 2020.

CONTRACTOR:

By: _____

Name: _____

Title: _____

**THE CITY OF PORT ARTHUR SECTION
4A ECONOMIC DEVELOPMENT CORPORATION**

By: Floyd Batisle

Name: Floyd Batisle

Title: CEO