



HQ Building Management

Customer Service, Safety and Mobility
Committee

January 11, 2022

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Sr Manager, Passenger Amenities



Recommendation

- Approval of a resolution authorizing the President & Chief Executive Officer or her designee to award a one-year contract with two, one-year options to Triad Commercial Services for onsite building management and maintenance of DART Headquarters and the DART Police Headquarters, for a total authorized amount not to exceed \$1,110,110.
- Approval of this contract will help achieve Board Strategic Priority 2. Provide stewardship of the transit system, agency assets and financial obligations.

Purpose

- Provide onsite building management and maintenance services for the two administrative facilities listed below:
 - DART Headquarters building, located at 1401 Pacific Avenue
 - DART Police Headquarters building, located at the renovated Monroe Shops Facility adjacent to the Illinois Light Rail Station.



Services

- The annual cost will increase by 9.26% for this contract due to inflation and increased maintenance needs of the aging buildings.
- DART pays a fixed monthly rate for onsite building maintenance and management.
- Onsite building maintenance services includes but not limited to:
 - Heating ventilation and air-conditioning (HVAC) maintenance
 - Elevator/escalator maintenance
 - Janitorial services
 - Landscaping
 - Window cleaning
 - Building systems operations
- Cost plus fixed fee task orders are negotiated and issued by the contracting officer for facility equipment replacement and repair as needed.

Attachment 3

Board-Approved Expenditure Justification Bus Stop Amenity Cleaning

PURPOSE OF CONTRACT /AGREEMENT	DOLLAR AMOUNT	CONTRACT TERM	TYPE OF PROCUREMENT	<ol style="list-style-type: none"> 1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?
<p>Onsite building management and maintenance services for DART Headquarters and DART Police Headquarters buildings.</p>	<p>Not to exceed \$1,110,110</p>	<p>One-year base term with two, one-year options</p>	<p>Definite Quantity/ Definite Delivery</p>	<ol style="list-style-type: none"> 1. Yes, this is required to maintain a state of good repair of the facilities. 2. Yes, services must be continually provided. 3. No, this contract is for the ongoing maintenance required to maintain facilities. 4. No, the contract negotiated to the lowest possible price.

Requested Action

- Approval of a resolution authorizing the President & Chief Executive Officer or her designee to award a one-year contract with two, one-year options to Triad Commercial Services for onsite building management and maintenance of DART Headquarters and the DART Police Headquarters, for a total authorized amount not to exceed \$1,110,110.



DART

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