

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME
AWARDING A JANITORIAL SERVICES CONTRACT TO UNIVERSAL BUILDING
SERVICES AND SUPPLY CO. AND AUTHORIZING THE CITY MANAGER TO
EXECUTE THE AGREEMENT**

WHEREAS, on October 28, 2025, the Department of Public Works issued a notice inviting proposals for the City of Burlingame janitorial services; and

WHEREAS, on November 21, 2025, the City received 16 proposals and disqualified two proposals due to lack of addenda acknowledgement and late proposal submission beyond the established deadline; and

WHEREAS, Universal Building Services and Supply Co. (UBS) submitted a proposal to provide janitorial services to City facilities for a three-year period with the option to extend for an additional two years if elected by the City; and

WHEREAS, an Evaluation Committee composed of City staff from various City departments reviewed the proposals and determined UBS to be the most responsive and responsible as well as the low cost proposer in compliance with the project requirements.

NOW, THEREFORE, be it RESOLVED, that the proposal of UBS for said project in the amount of \$1,309,460 is accepted; and

BE IT FURTHER RESOLVED that a contract be entered into between the successful proposer and the City of Burlingame for the performance of said work, and that the City Manager is authorized on behalf of the City of Burlingame to execute said contract and to approve the labor materials bond required to be furnished by the contractor.

Peter Stevenson, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 15th day of December, 2025, and was adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Meaghan Hassel-Shearer, City Clerk