



# City of Oceanside

300 North Coast Highway,  
Oceanside, California 92054

## Staff Report

**File #:** 25-619

**Agenda Date:** 3/12/2025

**Agenda #:** 4.

**DATE:** March 12, 2025

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Public Works Department

**TITLE: AMENDMENT 1 TO THE JANITORIAL SERVICES AGREEMENT WITH NMS MANAGEMENT, INC.**

### **RECOMMENDATION**

Staff recommends that the City Council approve Amendment 1 to the Janitorial Services Agreement with NMS Management, Inc., to include the READS Learning Center, in an amount not to exceed \$21,560 for a two-year term, with two additional one-year terms for a revised total of \$974,281; appropriate \$10,780 from the City Building Maintenance Reserve for FY 2024-25; authorize the City Manager to execute the amendment upon receipt of all supporting documents and authorize the Financial Services Director, or designee, to execute the change order.

### **BACKGROUND AND ANALYSIS**

On December 18, 2024, the City Council approved a Janitorial Services Agreement with NMS Management, Inc. for a two-year term for Citywide janitorial services at various facilities. The READS Learning Center, located at 804 Pier View Way, will be included as part of the facilities serviced by NMS Management, Inc. The service will include daily emptying the trash, Monday through Thursday, with a full-service general cleaning of the building on Fridays.

### **FISCAL IMPACT**

The annual cost of the proposed amendment with NMS Management, Inc. is \$10,780, for a revised overall total agreement amount of \$974,281. Amendment 1 for the READS Learning Center will be charged to the City Building Maintenance account 630603851.5320. Staff is requesting to use reserves in the amount of \$10,780 and appropriate said funds to the City Building Maintenance account 630603851.5320. The funding source is the Unrestricted City Building Services Reserve fund account 851.3100.0002 which has an available balance of \$2.2M; therefore, sufficient funds are available.

Description	Amount	Business Unit	Funding Source	Available Balance
Amendment 1 NMS Management, Inc	\$10,780 for FY 24- 25	630603851.5320 City Building Maint.	851.3100.0002 Building Reserves	\$2.2M

The FY 2025-26 annual cost will be \$10,780. The FY 2026-27 is a renewable option year that will not exceed \$11,292 for this location. The FY 2027-28 is a renewable option year that will not exceed \$11,828 for this location. Subsequent years costs will be an ongoing addition during the normal budget process.

### **COMMISSION OR COMMITTEE REPORT**

Does not apply.

### **CITY ATTORNEY'S ANALYSIS**

The referenced documents have been reviewed by the City Attorney and approved as to form.

Prepared by: Carmen Ryan, Principal Management Analyst  
Reviewed by: Hamid Bahadori, Public Works Director  
Submitted by: Jonathan Borrego, City Manager