



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 8/19/2025

Item Creation Date:

SR1563673457 - Purchase of Janitorial and Associated Services - MOTION  
(Ambassador Services, Inc.)

Agenda Item#: 9.

**Background:**

**S19-SR1563673457 – Approve spending authority in the amount not to exceed \$9,581,227.45 for janitorial and associated services through the interlocal Agreement for Cooperative Purchasing with the Harris County Department of Education (HCDE) for various departments.**

**Specific Explanation:**

The Chief Procurement Officer recommends that City Council approve spending authority in the amount not to exceed **\$9,581,227.45** for the purchase of janitorial and associated services through the Interlocal Agreement for Cooperative Purchasing with the Harris County Department of Education (HCDE) vendor **Ambassador Services, Inc.** for a one-year term, with a one-year option to extend for various departments.

The scope of work requires the contractor to provide all labor, personnel, supervision, management, equipment, materials, supplies, incidentals, vehicles, licenses, permits, insurance, and transportation to provide janitorial and cleaning services at various City facilities. The janitorial cleaning and associated services requirements includes porter, recycling, window washing, power washing and other work services as required. This agreement will allow city facilities to remain operational and maintain a healthy and safe environment for employees and the citizens visiting the city facilities. The Strategic Procurement Division (SPD) will start on a new procurement shortly with a Request for Proposal (RFP) and is estimating that the new contract will be in effect by the time the current agreement expires.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that “a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.”

**M/WBE Subcontracting:**

The interlocal agreement for cooperative purchasing with the Harris County Department of Education does not have a M/WBE subcontracting component; however, Ambassador Services, Inc. has agreed to subcontract 26% of the work to certified City of Houston M/WBE firms and has designated the following companies as its certified M/WBE contractors.

<b>Subcontractor</b>	<b>Type of Work</b>	<b>Amount</b>	<b>MWBE Percentage</b>
Ambassador Services, LLC	Janitorial Services	\$871,891.70	9.1%
CM Simple Janitorial, LLC	Janitorial Services	\$124,555.96	1.3%
Facilities Management Resources, LLC	Janitorial Services	\$996,447.65	10.4%
Shining Armor Cleaning Service	Janitorial Services	\$124,555.96	1.3%
Diversified Chemical and Supply, Inc.	Janitorial Supplies	\$373,667.87	3.9%
<b>TOTAL</b>		<b>\$2,491,119.14</b>	<b>26%</b>

**Pay or Play Program:**

This procurement is exempt from the City’s ‘Pay or Play’ Program because the department is utilizing a purchasing cooperative for this purchase.

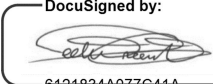
**Hire Houston First:**

This procurement is exempt from the City’s Hire Houston First Ordinance. Bids/proposals were not solicited because the City is utilizing a purchasing cooperative for this purchase.

**Fiscal Note:**

Funding for this item is included in the FY2026 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

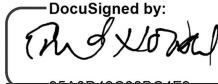
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**Jedediah Greenfield,**  
**Chief Procurement Officer**  
**Finance/Strategic Procurement Division**

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**Department Approval Authority Signature**

**ESTIMATED SPENDING AUTHORITY**

Department	FY26	Out-Years	Total Amount
General Services Department	\$2,032,336.08	\$6,574,891.37	\$8,607,227.45
Parks and Recreation	\$ 15,000.00	\$ 529,000.00	\$ 544,000.00
Administration & Regulatory Affairs	\$ 360,000.00	\$0.00	\$ 360,000.00
Houston Health Department	\$ 50,000.00	\$ 20,000.00	\$ 70,000.00
<b>TOTALS</b>	<b>\$2,457,336.08</b>	<b>\$7,123,891.37</b>	<b>\$9,581,227.45</b>

**Amount and Source of Funding:**

\$9,044,227.45 – General Fund (1000)  
 \$ 360,000.00 – BARC Revenue Fund (2427)  
 \$ 177,000.00 – Parks Special Revenue Fund (2100)  
**\$9,581,227.45 - TOTAL**

**Contact Information:**

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**ATTACHMENTS:**

Description	Type
Ownership Information Form	Backup Material
Tax Clearance Report	Backup Material
Conflict of Interest Questionnaire	Backup Material
Certificate of Interested Parties (Form 1295)	Backup Material
Cooperative Agreement	Contract/Exhibit
Pricing	Backup Material
Cooperative Agreement Justification	Backup Material
COI and Endorsements	Backup Material
Drug Policy Forms	Backup Material
Funding	Financial Information
MWBE Contract Specific Goal	Backup Material
MWBE Participation Plan	Backup Material
LOI - Ambassador Services	Backup Material
LOI - Diversified Chemical and Supply	Backup Material
LOI Shining Armor Cleaning	Backup Material
LOI - CM Simple Janitorial	Backup Material
LOI - Facilities Management Resources	Backup Material