



February 18, 2026

Mark Campbell
Iowa Dept. of Administrative Services
Hoover Building, 3rd Floor
Des Moines, IA 50319

Dear Director Campbell:

The Department of Administrative Services (“DAS”) on behalf of the Alcoholic Beverages Division is requesting a waiver under Iowa Admin. Code r. 11—118.16 of the application of Iowa Admin. Code r. 11—118.11(3) concerning the duration of services contracts.

The latter rule states “A service contract, including all optional renewals, shall not exceed a term of six years; however, information technology service contracts entered into by the department or office of chief information officer may have a term length not to exceed ten years. Service contracts shall not exceed the term lengths set forth herein unless the state agency obtains a waiver of this provision pursuant to rule 11-118.16(8A).”

The initial term of Master Agreement number 20240 for a Custodial Services for the Alcoholic Beverages Division between the State of Iowa and ABM Industry Groups, LLC was for one (1) year, beginning on April 1, 2020, and expiring on March 31, 2021. This contract was renewed multiple times through March 31, 2026.

DAS - Central Procurement (“DAS-CP”) has been working with the Alcoholic Beverages Division to post a new Request for Proposals for these services. Various conversations have delayed the posting of this RFP, so the current anticipated due date is March 27, 2026.

At this time, the Department of Administrative Services is requesting a waiver for an additional three (3) month extension of the ABM Industry Groups MA 20240 – this would result in a total contract period of six and a quarter (6.25) years. This extension will allow the Alcoholic Beverages Division and DAS-CP to carefully evaluate proposals and negotiate a new contract without an interruption in custodial services. Once a new contract is successfully implemented and any transition period has completed, DAS-CP and Alcoholic Beverages Division can terminate the ABM Industry Groups contract with 30 days’ advance written notice. This extension will prevent a lapse in an important service to the Alcoholic Beverages Division.

Thank you for your time and consideration of this request for waiver.

Respectfully submitted: *Katelyn Howells*
Katelyn Howells, Procurement Specialist V

Date: 2/18/2026

Approval: *[Signature]*

Date: 2/23/26