

Agenda Report

TO: CITY COUNCIL **DATE:** OCTOBER 28, 2002
FROM: CITY MANAGER
SUBJECT: REJECT ALL BIDS FOR CITYWIDE HOUSEKEEPING SERVICES

RECOMMENDATION

It is recommended that the City Council reject all bids received September 27, 2002 in response to the specifications for Citywide Housekeeping Services

BACKGROUND

Specifications for Citywide Housekeeping Services were issued on September 5, 2002. The bid included specifications to enhance housekeeping services at thirty-seven buildings and five parking lots totaling over 725,000 square feet, and to add cleaning services for restrooms at nineteen City parks. A mandatory bid conference and site inspection was held on September 16, 2002, with ten vendors were in attendance.

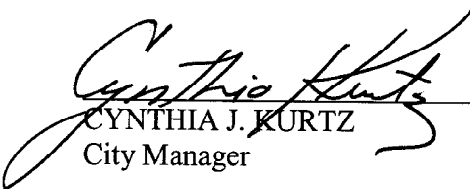
On September 28, 2002, four bids were received and opened by the City Clerk's office. One of these was withdrawn leaving the City with only three valid bids. While the remaining bids were being reviewed, staff received several inquiries from other contractors, including one local vendor that expressed disappointment in missing the opportunity to bid. With a potential annual contract amount exceeding \$1,000,000, staff believes that more than three bids are needed and recommends reissuing the specification.

The Department of Public Works and the Purchasing Division will work to expand the potential vendor base for these services and re-release the specifications to re-bid the Citywide Housekeeping Services.

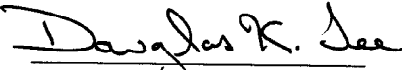
FISCAL IMPACT:

The cost of re-issuing and re-bidding the specifications is negligible.


Respectfully submitted:


CYNTHIA J. KURTZ
City Manager


Prepared by:


Douglas K. Lee
Management Analyst V
Building Systems & Fleet Management

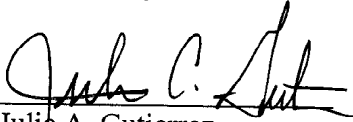
Reviewed by:


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