

Agenda Report

April 26, 2021

TO: Honorable Mayor and City Council
FROM: Department of Transportation
SUBJECT: REJECTION OF BIDS TO PROVIDE JANITORIAL SERVICES IN FOUR CITY OWNED PARKING LOTS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the Bid to Provide Janitorial Services in Four City Owned Parking lots is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Reject all bids received on September 23, 2020 in response to the Notice Inviting Bids to Provide Janitorial Services in Four City Owned Parking Lots.

BACKGROUND:

The City of Pasadena has four surface parking lots which require daily maintenance as traditionally provided by contract janitorial services.

On September 10, 2020, the Department of Transportation released specifications to Furnish and Deliver Janitorial Services in Four City Owned Parking Lots which was posted on Planet Bids and notices were generated to 616 vendors. Forty-two vendors downloaded the documents of which five (5) vendors were local. Per the bid specifications vendors were asked to provide a monthly rate to perform the following services at the four parking lots:

1. Daily use brooms and blowers to remove all soil, litter, and debris from parking lot surfaces.
Debris shall be picked up and not blown into adjoining properties. (Compliance with the City's "Leaf Blower Ordinance" is mandatory.)
2. Pickup, remove and dispose of all trash and debris from paved surfaces and planter areas. The Contractor must not impact surrounding properties by redistributing trash and debris while manually or mechanically cleaning the parking lot. The Contractor is responsible for disposal of all trash and debris, the City will not provide a dump site.
3. Daily empty all area waste baskets, cigarette ash receptacles and other trash containers. The Contractor shall replace all soiled or torn trash receptacles liners.
4. Report bulky items directly to City's bulky item pickup service.
5. Daily pull all weeds in tree wells and throughout the lots.

On September 23, 2020, seven responsive bids were received, one of which was local. The results of the bids were as follows:

Bidder	Location	Annual Price
Jonco West	Eastvale, CA	\$56,100
HW Maintenance LAX LLC	Sun Valley, CA	\$77,319
JJ Property Maintenance Network	Pasadena, CA	\$113,568
Kleenway Services, Inc.	Los Angeles, CA	\$191,758
Powerwashing Pros	Tarzana, CA	\$223,800
Executive Suite Services, Inc.	Los Angeles, CA	\$246,000
RMP Safety Services Inc., Heights Landscaping	Los Alamitos, CA	\$315,760

Staff presented its recommendation for Jonco West to be awarded the bid at the November 16, 2020 City Council meeting. The bid was not awarded as City Council members expressed concern over the wide range of prices submitted. The large disparity between the lowest and highest bids, along with the wide array of prices in between, led to concerns about ambiguities in the scope of work. In response to the concern over lack of clarity of services being requested, staff will rewrite the bid specifications and will reissue at a later time.

While the bid specifications are being rewritten, staff is conducting a pilot program to perform the services on a temporary basis and has contracted with a Pasadena based vendor. The vendor is registered as a Small Business and a Disadvantaged Business Enterprise, and the employees working on this project are all Pasadena residents. This pilot program will provide the vendor with valuable on the job experience and will add a valuable client to the vendor's portfolio. Additionally, the pilot program will increase the pool of competitive bidders for the project when the specifications are re-released.

COUNCIL POLICY CONSIDERATION:

Rejecting all bids supports the City Council's strategic goal to support and promote the quality of life and local economy.

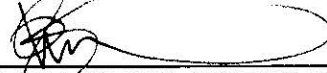
ENVIRONMENTAL ANALYSIS:

The project has been reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt per Section 15061 (b) (3). The project is covered by the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Rejection of the bids from the janitorial services contract will not result in any significant effect on the environment.

FISCAL IMPACT:

Rejecting all bids will have no fiscal impact.

Respectfully submitted,



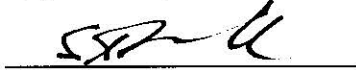
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STEVE MERMELL
City Manager