

**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

October 26, 1992

To: Board of Directors (Engineering and Operations Committee--Action)

From: General Manager

Subject: Award of contract to Metro Building Maintenance Company, for furnishing building maintenance services at various Metropolitan facilities

Report

The Notice Inviting Bids under Request for Bids No. AD-1859, as amended by Supplement No. 1, was advertised on September 17, 1992, for bids to be received on October 7, 1992. The bid is for furnishing building maintenance services for a one year period commencing December 1, 1992, at Metropolitan's Headquarters and Annex buildings, garage-parking building, Soto Street office building, Commerce Warehouse, San Dimas offices and Eagle Rock Control Center. It also provides Metropolitan with the option to extend the contract at the same monthly rate (except for any increase in "established costs," such as trash pickup charges) for a period not to exceed 24 months. The specification also provides that at any time during the initial or extended contract period: (1) Metropolitan will compensate the Contractor for any increased costs due to Government regulations or taxes; and (2) should Metropolitan require the Contractor to increase minimum wages and/or fringe benefits for its workers, the cost will be borne by Metropolitan. Metropolitan reserved the right to reject any or all bids, or to make award to the lowest responsible bidder and reject all other bids.

The services to be provided are janitorial only and do not encompass activities generally considered to be of a maintenance nature, such as minor repairs to physical plants or upkeep of machinery or equipment.

On October 7, 1992, four bids were received under Request for Bids No. AD-1859, as amended. Attachment A provides a summary of these bids. The low bid was submitted by Metro Building Maintenance Company, in the amount of \$38,578 per month and \$462,932 for the year which is \$67,464 below the next lowest bid received and \$17,064 below the Engineer's estimate, based on a one year period. Building maintenance services are not subject to sales tax.

Metro Building Maintenance Company which is a minority owned business has been determined qualified to perform the specified work. Metro Building Maintenance Company has an affirmative action program and will be required to submit a copy of its Affirmative Action Plan to Metropolitan before a contract is awarded.

Funds for obtaining these services are available under the annual appropriations for operation and maintenance. Award of this contract is categorically exempt from the provisions of the California Environmental Quality Act since it involves maintenance of existing facilities with no expansion of use beyond that previously existing.

Board Committee Assignment

This letter is referred for action to the Engineering and Operations Committee because of its jurisdiction over bids, pursuant to Administrative Code Section 2431(a).

Recommendation

ENGINEERING AND OPERATIONS COMMITTEE FOR ACTION.

It is recommended that the General Manager be authorized (1) to execute a contract with Metro Building Maintenance Company, for furnishing building maintenance services in accordance with Request for Bids No. AD-1859, as amended, at a cost of \$38,578 per month or \$462,936 for the year; (2) to extend the contract for a period not to exceed 24 months with price adjustments to be made, if appropriate; (3) and that, conditioned upon execution of the contract, all other bids be rejected.


for Carl Boronkay

djh

Attachments

bcc: C. Boronkay
F. Vendig
M. W. Hondorp
M. J. McGuire
R. W. Balcerzak
D. L. Georgeson
N. G. Taylor
K. L. Tachiki
L. W. Lindhout
G. J. Hazel
G. D. Leddy
P. R. Singer
J. E. Lundgren
G. F. Ivey
E. G. Means

D. L. Adams
T. H. Quinn
E. J. Alva
F. W. Horne
T. M. Spencer
S. M. Chavez
G. M. Snyder
C. F. Voyles
K. L. Marchal
J. W. Malinowski
L. H. Becker
R. E. Kennedy
R. L. Soltz
S. C. Green
General Records

ATTACHMENT A

THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

SUMMARY OF PROPOSALS RECEIVED OCTOBER 7, 1992 AT 11 A.M.

FOR FURNISHING BUILDING MAINTENANCE SERVICES AT THE DISTRICT'S HEADQUARTERS AND ANNEX BUILDING, HEADQUARTERS GARAGE PARKING BUILDING, SOTO STREET OFFICE BUILDING, EAGLE ROCK CONTROL CENTER, COMMERCE WAREHOUSE, AND SAN DIMAS FACILITY FOR A PERIOD COMMENCING DECEMBER 1, 1992 WITH THE DISTRICT HAVING THE OPTION TO EXTEND THE CONTRACT FOR A PERIOD OF TIME NOT TO EXCEED TWO YEARS THEREAFTER, ALL IN ACCORDANCE WITH SPECIFICATION NO. M-2752 AS DETAILED IN REQUEST FOR BIDS NO. AD-1859.

| <u>BIDDER</u> | <u>COST PER MONTH</u> | <u>TAX</u> | <u>TOTAL</u> |
|---------------------------------------|-----------------------|------------|--------------|
| METRO BUILDING MAINTENANCE CO. | \$38,578.00 | NONE | \$462,936.00 |
| RED CARPET BUILDING MAINTENANCE CORP. | \$44,200.00 | NONE | \$530,400.00 |
| PEDUS BUILDING SERVICES, INC. | \$44,764.83 | NONE | \$537,177.96 |
| PORSHIA ALEXANDER OF AMERICA | \$51,877.00 | NONE | \$622,524.00 |

PRICE COMPARISON

| | | |
|---------|---|--|
| 1982-85 | \$24,330.33 PER MONTH | |
| 1985-88 | \$24,100.00 PER MONTH | |
| 1988-91 | \$25,155.03 PER MONTH | |
| 1991-92 | \$36,311.37 PER MONTH (CURRENT CONTRACT - (ORIGINAL PRICE DID NOT INCLUDE COMMERCE WAREHOUSE AND SAN DIMAS FACILITY SITES)) | |