

WEST BASIN MUNICIPAL WATER DISTRICT

JULY 9, 2003 - Water Resources

McDonald, Kwan

JULY 28, 2003 - Board Meeting

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Approved by: Darryl G. Miller

ACTION CALENDAR

JANITORIAL SERVICES AT THE WATER RECYCLING PLANT

SUMMARY:

Staff issued a "Request for Bids" for janitorial services at the West Basin Water Recycling Plant to eleven firms. Bids were received by four firms. The low bidder was Reliable Building Maintenance, Inc. with a bid price of \$890 per month. Currently, janitorial services are being provided by Merchant Building Maintenance for \$906 per month.

The summary of the bids is as follows:

Bidder	Bid (\$/month)
Reliable Building Maintenance, Inc.	\$ 890.00
Empire Maintenance Co. Inc.	\$ 1,016.87
Complete Building Maintenance	\$ 1,165.00
Alpha Maintenance, Inc.	\$ 1,185.00

FISCAL IMPACTS:

Funds are available in the Operations and Maintenance Budget for fiscal year 2003-04.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

The item was reviewed at the Water Resources Committee on July 9, 2003 and recommended for approval at the July 28, 2003 Board meeting.

RECOMMENDED MOTIONS:

Authorize the General Manager to enter into an agreement with Reliable Building Maintenance, Inc. to provide janitorial services for the West Basin Water Recycling Plant for one year at \$890 per month. The estimated value of the one year contract is \$10,680.