



WEST BASIN MUNICIPAL WATER DISTRICT
17140 S. Avalon Blvd., Suite 210
Carson, CA 90746

AGENDA NO. 28

AUGUST 13, 2010 – Water Resources
Little (Chair), Gray
AUGUST 23, 2010 – Board Meeting
Prepared by: Roni Young
Submitted by: Wyatt Won
Approved by: Rich Nagel

ACTION CALENDAR

JANITORIAL SERVICES CONTRACT FOR EDWARD C. LITTLE WATER RECYCLING FACILITY

SUMMARY:

West Basin Municipal Water District (West Basin) contracts with outside firms to provide janitorial services for the Edward C. Little Water Recycling Facility (ECLWRF). The current agreement with Come Land Maintenance Company will expire on September 30, 2010. The current contract price is \$41,520 for two years.

Staff issued a "Request for Bids" (RFB) for janitorial services for ECLWRF, Chevron Nitrification Facility, and Carson Regional Water Recycling Facility on July 9, 2010. The bids were due on July 29, 2010. Twelve bids were received from potential vendors. The bids submitted are listed in Exhibit "A." Staff evaluated the bids and recommends Star Brite Building Maintenance, Inc. for the Board's consideration.

STRATEGIC BUSINESS PLAN IMPLEMENTATION:

Goal 3: Customer Service – West Basin is committed to providing value by understanding and meeting the needs of our customers and the communities we serve.

Goal 4: Sound Financial and Resources Management – West Basin is committed to efficient business operations, financial planning and asset management.

Goal 5: Environmental Stewardship – West Basin is committed to sustainable and environmentally-friendly business practices.

FISCAL IMPACTS:

Funds are included in the Fiscal Year 2010-11 and will be included in the 2011-12 Operations and Maintenance Budget.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Water Resources Committee on August 13, 2010 and recommended for approval at the August 23, 2010 Board meeting.

RECOMMENDED MOTION:

That the Board authorizes the General Manager to enter into a two-year agreement with Star Brite Building Maintenance, Inc. for \$33,480, plus a 10% contingency, for a total not-to-exceed contract amount of \$36,828 to provide janitorial services at ECLWRF, Chevron Nitrification Facility and Carson Regional Water Recycling Facility.

LIST OF EXHIBITS:

Exhibit "A" – Janitorial Services Bid Summary

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