



CITY COUNCIL STAFF REPORT

DATE: June 7, 2017

CONSENT AGENDA

SUBJECT: REJECT ALL BIDS RECEIVED FOR THE AIRPORT CARPET CLEANING SERVICES IFB NO. 17-02

FROM: David H. Ready, City Manager

BY: Airport

SUMMARY

This action will reject the bid received on April 18, 2017, for the Airport Carpet Cleaning Services Invitation for Bids (IFB) 17-02, enabling airport staff to conduct these cleaning services in-house subsequently eliminating a re-bid process at this time.

RECOMMENDATION:

1. Reject the bid received on April 18, 2017, from Sierra Aviation Group for Airport Carpet Cleaning services IFB No.17-02 and authorize airport staff to perform the services until further notice with no re-bid at this time.

STAFF ANALYSIS:

Carpet cleaning is a necessary maintenance function at the Palm Springs International Airport to maintain a fresh odor and clean, appealing carpet surfaces. For the last decade or so, the airport carpet has been cleaned using a combination of contracted services and airport staff with the staff handling the secure terminal areas and a contractor handling the terminal non-secure areas.

The Airport initiated the formal bid process through the Procurement and Contracting Department providing specifications for a new carpet cleaning services contract due to the current contract expiring. Subsequently IFB 17-02 for Airport carpet cleaning services was posted and distributed on March 16, 2017, advertised twice in the Desert Sun and a pre-bid conference held on March 28th. Five contractors registered for the bid and only one contractor, the incumbent, submitted a bid by the April 18th deadline.

Sierra Aviation Group submitted the one and only responsive and responsible bid in the amount of \$50,095 annually, with a fixed rate for the first 3 years of the contract term, and allowance for a CPI adjustment in each of the two option extension years 4 and 5.

ITEM NO. 1.I.

The contract, if awarded by City Council, would cost approximately \$250,475 over the course of the five-year term.

After careful review and consideration of the only bid received by airport management the Airport is requesting that City Council reject the bid and allow airport staff to perform these carpet cleaning services and eliminate a re-bid process at this time.

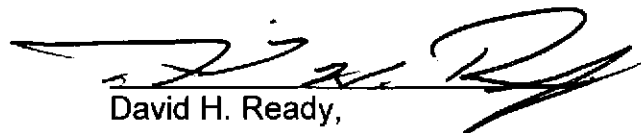
With airport staff doing all carpet cleaning and not expending on contracted services, it will result in an annual budget expense reduction and provide more control of the frequency of carpet cleaning and equal or better carpet care. Adjustments to staff scheduling and organizational structure have successfully been made, existing carpet cleaning equipment will be used, and the airport staff is ready to proceed.

FISCAL IMPACT:

The savings to the airport operating budget will be approximately \$46,000 annually because the airport will use its existing equipment and only have to acquire the carpet cleaning solutions.



Thomas Nolan
Executive Director, Airport



David H. Ready,
City Manager