

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
6	06/12/17	Open	Action	05/31/17

Subject: Delegating Authority to the General Manager/CEO to Award a Contract for Cleaning and Maintenance Services

ISSUE

Whether to delegate authority to the General Manager/CEO to award a Contract for Cleaning and Maintenance Services.

RECOMMENDED ACTION

Adopt Resolution No. 17-06-_____, Delegate Authority to the General Manager/CEO to Award a Contract for Cleaning and Maintenance Services.

FISCAL IMPACT

Budgeted: Yes
Budget Source: Operating
Funding Source: Federal Preventive Maintenance
Cost Cntr/GL Acct(s) or Capital Project #: GL 630041
CC 37
Estimated Cost for 3-Year Term: \$ 450,000

DISCUSSION

SacRT currently has a cleaning and maintenance services contract with InAlliance, Inc. that will expire on June 30, 2017. On March 13, 2017, the Board authorized the solicitation of bids for cleaning and maintenance services at its light rail stations and facilities (Resolution No. 17-03-0021). Staff released an Invitation to Bid (ITB) document on April 12, 2017. Sealed bids are currently due on June 20, 2017 which is beyond the June 12th Board meeting. To avoid a lapse in service, SacRT staff recommends that the Board authorize the General Manager/CEO to award a Contract upon receipt and review of bids, and identification of the lowest responsive and responsible bidder, because the next Board Meeting will be well after the current Contract expires.

Per the ITB, unless all bids are rejected, the Contract will be awarded to the responsible bidder submitting the lowest responsive bid. The lowest bid will be determined by the Total Bid Price stated on the Bid Pricing Form that is included in the ITB.

Staff recommends that the Board delegate authority to the General Manager/CEO to award a Contract for Cleaning and Maintenance Services to the lowest responsive and responsive bidder.

Approved:

Presented:

Final 06/06/17

General Manager/CEO

Director, Construction Management

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June

12,

RESOLUTION NO. 17-06-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

June 12, 2017

**DELEGATE AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD A
CONTRACT FOR CLEANING AND MAINTENANCE SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby delegates authority to the General Manager/CEO to award and execute a Contract for Cleaning and Maintenance Services, with the responsible bidder submitting the lowest bid.

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary