



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Scott P. Johnson

SUBJECT: SEE BELOW

DATE: November 1, 2006

Approved

Deanna Johnson

Date

11/3/06

COUNCIL DISTRICT: Citywide

**SUBJECT: REPORT ON QUOTES FOR POWER WASHING OF CITY-OWNED
PARKING STRUCTURES**

RECOMMENDATION

Adoption of a Resolution authorizing the Director of Finance to:

1. Execute a Service Agreement for Power Washing of City-owned parking structures with Pro-Sweep, Inc. (Santa Clara, CA), the lowest quote, for one year in an amount not to exceed \$145,000;
2. Exercise two additional one-year options to renew the agreement, subject to the appropriation of funds.

OUTCOME

Provide cost effective and reliable power washing cleaning services for City-owned parking structures.

BACKGROUND

The Department of Transportation (DOT) is responsible for the maintenance of City-owned parking structures in San Jose. DOT requires scheduled power washing cleaning services to remove oil, grease, and carbon build-up from vehicles which are able to penetrate and deteriorate concrete parking decks and their components. The scheduled power washing cleaning services will serve to remove deleterious debris such as bird droppings, gum, coffee stains and other materials which have bonded onto the concrete deck surface and cannot be removed by sweeping

or other normal cleaning processes. The specified cleaning schedule consists of one initial cleaning and one mid-year cleaning for City-owned parking structures.

In addition to the scheduled power washing cleaning services, DOT also requires unscheduled cleaning services to address minor cleaning issues such as fluid spills which may occur in between the scheduled power washing cleaning services.

ANALYSIS

A notice inviting quotes was published on August 11, 2006. The requirement was advertised on the City’s Bid-Line Internet site. A mandatory pre-quote conference was held on August 21, 2006. Three companies were in attendance at the mandatory pre-quote conference and each company submitted a quote by the August 24, 2006 due date.

The results are as follows:

Vendor	Base Bid (all scheduled cleaning)	Local Business Enterprise (LBE) 2.5%	Small Business Enterprise (SBE) 2.5%	Adjusted Total
Pro-Sweep, Inc. (Santa Clara, CA)	\$140,575	\$3,514.	N/A	\$137,061
Cleanstreet (Gardena, CA)	\$208,780	N/A	N/A	\$208,780
Universal Sweeping Services (San Jose, CA)	\$243,867	\$6,096.	N/A	\$237,771

Since specifications for this Request for Quote were very specific, quotes received were evaluated only on price. Pro-Sweep and Universal Sweeping received a 2.5% credit for qualifying as a Local Business Enterprise, but this factor did not result in difference in the determination of the low quote. No request for Small Business Preference was made by any of the three firms.

Staff recommends the award to Pro-Sweep, Inc., the lowest quoter. The recommended award shall be in an amount not to exceed \$145,000 of which \$140,575 shall be for scheduled cleaning services and \$4,425 for unscheduled cleaning services.

In evaluating this requirement as a candidate for contracting-in, staff considered the cost of all labor, equipment and supplies. As cleaning needs to take place during off-hours to minimize interference with parking operations, DOT would be required to pay overtime wages. In addition, DOT would be required to purchase all of the necessary cleaning equipment. The projected useful life for each piece of equipment was established, and all equipment costs were amortized over their project useful lifespan. When the cost of all labor, equipment and material was considered, the total cost for providing this service in-house is estimated at \$169,798 annually or \$30,000 more than the cost of contracting this service out. This agreement requires the payment of prevailing wage and living wage.

POLICY ALTERNATIVES

Not applicable.

PUBLIC OUTREACH/INTEREST

This quote was placed on the City of San Jose web site and on the Demand Star bid notification system. In addition, bid packages were e-mailed to three (3) vendors and this memorandum is posted on the City's website for the November 14, 2006 Council Agenda.

This item does not meet any criteria listed below.

- Criteria 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criteria 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criteria 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

While this project is below the \$1 million threshold for Criteria 1, this memorandum is posted on the City's website for the November 14, 2006 City Council meeting Agenda. To solicit contractors, this project was listed on the City's Internet Bid Line.

COORDINATION

This project recommendation has been coordinated with the Department of Transportation, the Department of Public Works/Office of Equality Assurance, the City Attorney's Office, and the City Manager's Budget Office.

FISCAL/POLICY ALIGNMENT

This Council item is consistent with Council approved Budget Strategy Memo General Principle #2, "We must focus on protecting our vital core City services."

COST IMPLICATIONS

Not applicable.

BUDGET REFERENCE

Fund #	Appn #	Appn. Name	RC #	Total Appn.	Amt. for Contract	2006-2007 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
533	4111	Facilities Improvements	034183 034193 034203 486610	\$750,000	\$145,000	V-1011	N/A

CEQA

Exempt: PP-04-284.


SCOTT P. JOHNSON
Director, Finance

For questions, please contact Walter C. Rossmann, Chief Purchasing Officer, at (408) 535-7051.