



Agenda Item No. 1

To: Building and Operating Committee/Committee of the Whole
Meeting of December 6, 2007

From: Kary H. Witt, Deputy General Manager, Bridge Division
Celia G. Kupersmith, General Manager

Subject: **AUTHORIZE AWARD OF CONTRACT NO. 2008-B-1, WINDOW WASHING SERVICES, TO DELTA WINDOW CLEANING COMPANY, INC.**

Recommendation

The Building and Operating Committee recommends that the Board of Directors authorize award of Contract No. 2008-B-1, *Window Washing Services*, to Delta Window Cleaning Co., Inc., Santa Clara, CA, in the amount of \$71,832, for window washing services at the Golden Gate Bridge Toll Plaza, for a 2-year term commencing January 1, 2008, with a successive one-year option at an increase in cost of up to five percent based upon a corresponding documented increase in the Contractor's costs, exercisable by the General Manager or designee. Funds for this contract are available in the FY 07/08 Bridge Division Operating Budget and will be included in subsequent budgets.

Summary

Request for Proposal (RFP) for Contract No. 2008-B1, *Window Washing Services*, were sent to 14 prospective proposers requesting window washing services for the Toll Plaza buildings, office trailers, computer center and Gift Center for a period of two years commencing on January 1, 2008. The District Secretary received three proposals on Tuesday, October 23, 2007. Proposal results are as follows:

COMPANY	TOTAL PROPOSAL AMOUNT FOR A TWO-YEAR CONTRACT
Clean Innovation Corporation Santa Clara, CA	\$62,400
Victor Maintenance Co., Inc. San Bruno, CA	\$69,600
Delta Window Cleaning Co., Inc. Santa Clara, CA	\$71,832

The proposals were evaluated by a committee of District staff based on the following criteria as stated in the RFP documents:

- Total Contract Price (60%)
- Firm Experience and Qualifications (20%)
- References (20%)

Based on the committee's analysis of the proposals received, Delta Window Cleaning Co., Inc. (Delta) received the highest total rating and is recommended for award. Delta had excellent references; and as the incumbent, they have been providing the District with high quality service. Staff and the District's Attorney have reviewed the proposals and find that Delta has properly submitted all required documents, and their proposal is technically responsive to the specifications. The DBE Program Office has determined that Delta is a certified DBE company, and therefore, 100% DBE participation is anticipated during the performance of this contract.

Fiscal Impact

Contract No. 2008-B-1, *Window Washing Services*, becomes effective January 1, 2008, at an annual cost of \$35,916. The cost to be incurred in FY 07/08 for this contract will be \$17,958. Funds for this procurement are included in the FY 07/08 Bridge Division Operating Budget. Funds for future years will be included in subsequent years' budgets.