



Baldwin County Commission

Legislation Text

File #: 19-0127, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 10/23/2018

Item Status: New

From: Wanda Gautney, Purchasing Director; Terri Graham, Solid Waste Director

Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Competitive Bid #WG16-15 - Provision of Janitorial Services for the Baldwin County Solid Waste Department Located in Summerdale, Alabama

STAFF RECOMMENDATION

Take the following actions:

- 1) Terminate the janitorial contract with **OPAD Mobile, Inc., d/b/a Office Pride Commercial Cleaning Services**, at the Baldwin County Solid Waste Office and Buildings located in Summerdale, Alabama, and authorize the Chairman to write a letter to OPAD Mobile, Inc., d/b/a Office Pride Commercial Cleaning Service, terminating the Contract with the required 30 days notification; and
- 2) Approve the specifications and authorize the Purchasing Director to place a competitive bid for the janitorial services and further, authorize the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

BACKGROUND INFORMATION

Previous Commission action/date:

02/16/2016 meeting: Awarded the bid to the lowest responsible bidder, OPAD Mobile, Inc., d/b/a Office Pride Commercial Cleaning Services for the Provision of Janitorial Services for the Baldwin County Solid Waste Department as per the attached Award Listing for three (3) years.

01/05/2016 meeting: 1) Approved the specifications and authorized the Purchasing Manager to place a competitive bid for the Provision of Janitorial Services for the Baldwin County Commission; and 2) Further, authorized the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the bid is advertised.

Background: During February 16, 2016, meeting the Commission awarded the janitorial services

for Solid Waste Department (Magnolia Landfill) located in Summerdale, AL, to OPAD Mobile, Inc., d/b/a Office Pride Commercial Cleaning Services for three (3) years. The service that is provided at this location cost \$1,380.83 per month. The Solid Waste Director, Terri Graham, has requested that the Contract with OPAD Mobile, Inc., d/b/a Office Pride Commercial Cleaning Services be cancelled for failure to provide the janitorial services required in the bid specifications. The Purchasing Director and Solid Waste Department have tried several times to get the issues corrected. We have been unsuccessful. The bid specifications states "the janitorial services to be provided by this bid may be terminated by either party upon written notification by U. S. Certified Mail, such termination to take effect thirty (30) days after receipt of such written notification."

Staff is requesting that the Commission terminate the Contract with Office Pride and approve and authorize the Purchasing Director to place a new competitive bid for the janitorial services.

FINANCIAL IMPACT

Total cost of recommendation: N/A

Budget line item(s) to be used: N/A

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: 11/06/2018

Individual(s) responsible for follow up: Wanda Gautney/Purchasing Director

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Letter to Vendor and Mail Bids

Additional instructions/notes: N/A