



Midpeninsula Regional
Open Space District

R-23-49
Meeting 23-13
May 10, 2023

AGENDA ITEM 6

AGENDA ITEM

Reject All Bids for the Custodial Services Contract

GENERAL MANAGER'S RECOMMENDATIONS

1. Reject all bids received for the Custodial Services Contract that is meant to provide custodial services at five staff facilities.
2. Authorize the General Manager to re-solicit bids.

SUMMARY

The purpose of the Custodial Services Contract (Contract) is to provide custodial services at the numerous staff facilities operated by the Midpeninsula Regional Open Space District: Administrative Office, Foothills Field Office, Coastal Area Outpost, South Area Office, and Skyline Field Office. Depending on the bids received, the contract may have also included the award of custodial services at Rancho San Antonio County Park (public restrooms) and the Daniels Nature Center. The initial term of the contract was set for one year followed by three additional option years at the District's discretion based on performance. District staff issued a Request for Bids on March 13, 2023 and received five (5) bid proposals by the bid opening deadline of April 18, 2023. After a careful review of the bids, District staff determined that the bids do not accurately reflect the solicitation requirements because the Request for Bids (RFB) package issued by the District was incomplete. As a result, the General Manager recommends rejecting all bids and resoliciting new bids with a complete RFB pursuant to state law.

DISCUSSION

On March 13, 2023, staff released the Custodial Services solicitation on BidSync to solicit interested contractors. Five (5) contractors submitted bids by the bid opening deadline of April 18, 2023. Upon careful review of the bid proposals, District staff discovered that the Request for Bids package published by the District was incomplete. Therefore, the bids may not reflect the full solicitation requirements. As a result, the General Manager recommends rejecting all bids and resoliciting new bids with a complete RFB. Public Resources Code section 5594 provides that the Board may reject all bids for any purpose and re-advertise.

FISCAL IMPACT

None.

PRIOR BOARD COMMITTEE REVIEW

None.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

In accordance with the State California Environmental Quality Act (CEQA) Guidelines, the proposed contract is categorically exempt from CEQA under Section 15301, Existing Facilities. This exemption consists of the operation, repair, maintenance, permitting, or minor alteration of existing public or private structures, facilities, mechanical equipment, involving negligible or no expansion of existing or former use and allows an increase up to a 2,500 square feet addition. The scope of work for this contract is consistent with the description of this exemption.

NEXT STEPS

Upon approval by the Board of Directors, the General Manager will reject all bids and re-bid, expecting to return to the Board with consideration of an award of contract in June 2023.

Responsible Department Head:

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