

September 21, 2006

07-009

ACCEPT PROPOSAL AND AWARD CONTRACT
FOR PARKING LOT MAINTENANCE SERVICES
TO MTM GENERAL CONTRACTORS, INC.

PREPARED BY:

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FINANCIAL
RESPONSIBILITY:

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APPROVED BY:

Randy McEwen, Vice-President, Administrative Services
Dr. Preston Pulliams, District President

REPORT:

The College has the need for Parking Lot Maintenance Services for all campuses and centers. Services include but are not limited to general maintenance, power washing curbs/motorcycle areas, repairing holes in streets and lots, installing and/or adjusting speed bumps, various striping, and painting on an "as needed basis" as directed by College staff.

A Request for Proposals (RFP) was advertised on June 9, 2006 in the Daily Journal of Commerce, on the State of Oregon Procurement Information Network (ORPIN), and on the College's solicitation website. A total of twenty-three (23) RFP documents were downloaded from the College's Purchasing Website, of which seven (7) were downloaded by MWESB firms, and six (6) were downloaded by plan centers, of which one (1) is an MWESB plan center. One (1) proposal was received from MTM General Contractors, Inc. by the due date of July 25, 2006. MTM currently has the contract for these services. The Committee members recommend awarding the contract to MTM General Contractor's, Inc. based on their performance over the past few years in delivering these services. MTM satisfies the following criteria required in the RFP: Contractor's Background and Experience; Safety and Compliance Record; Cost; and Technique.

Note: MTM General Contractor's, Inc. is certified as an M/W/ESB firm.

RECOMMENDATION:

That the Board of Directors accept the proposal and award the contract to MTM General Contractors, Inc. to provide Parking Lot Maintenance Services. The initial contract period will commence September 22, 2006 (or as soon as possible after the contract is negotiated) and end August 31, 2009 at an estimated annual amount of \$150,000, subject to renewal on an annual basis, beginning September 1st of each year, through August 31, 2011. Expenditures for this project will come from the auxiliary fund.