

October 20, 2011

12-040 - Revised

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

PREPARED BY: Sandy Wanner, Lead Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: John Garner, Manager, Parking & Transportation

APPROVED BY: Cherie Chevalier, Associate Vice President, Finance
Wing-Kit Chung, Vice President, Admin. Services
Dr. Preston Pulliams, District President

REPORT: The College has a 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. Because parking lot maintenance work needs to be scheduled on weekends, sometimes at multiple campuses, it would best meet the Colleges needs to utilize more than one contractor.

The RFP was advertised on September 1, 2011 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 sixteen (16) RFP documents were downloaded from the College's Purchasing Website, of which two (2) were downloaded by MWESB firms by the due date of September 21, 2011.

The evaluation committee members reviewed the proposals based on the following criteria: background, experience & qualifications, safety & compliance, and cost & technique. The award will be given to the primary and secondary vendor based on the highest evaluation score.

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Proposer Name:	Score:
Coast Pavement Services (Primary)	267
MTM General Contractor (Secondary)	240

Note: MTM General Contractor's, Inc. is certified as a WBE/ESB firm.

RECOMMENDATION:

That the Board of Directors accept the two (2) submitted proposals and award the contract to the primary contractor, Coast Pavement Services, and the secondary contractor, MTM General Contractor, to provide Parking Lot Maintenance Services. The initial contract period will commence November 1, 2011 (or as soon as possible after the contract is negotiated) and end October 31, 2014 at an estimated annual amount of \$150,000, subject to renewal on an annual basis, beginning November 1, 2014 through October 31, 2016. Expenditures for this project will come from the parking fund.