

RESOLUTION 2016-41

**RESOLUTION SELECTING AND AUTHORIZING
AN AGREEMENT WITH NMS MANAGEMENT, INC.
FOR JANITORIAL SERVICES FROM JULY 1, 2016
THROUGH JUNE 30, 2019, WITH TWO OPTIONAL
TERMS EXTENDING UNTIL JUNE 30, 2021 FOR
AN AMOUNT NOT TO EXCEED \$2,458,640.16**

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

WHEREAS, the Board of Port Commissioners (BPC) adopted BPC Policy No. 110 to establish a policy governing the processing and administration of public projects, consulting and service agreements, the purchasing of supplies, materials, and equipment, and grants; and

WHEREAS, the District contracts for janitorial services at various District buildings, offices and public restrooms located in parks and common public areas throughout the tidelands; and

WHEREAS, janitorial services include scheduled cleaning of offices, lunchrooms and kitchens, conference rooms, Board rooms, computer labs, training rooms, exercise rooms, locker rooms, restrooms, shower stalls, break spaces, outside patio areas, interior of elevators, entrance ways, lobbies, corridors, hallways, storage spaces, stairways, and other common spaces within buildings, and scheduled cleaning and sanitizing of public restrooms and drinking fountains; and

WHEREAS, janitorial services may also be requested on an as-needed basis to perform special cleaning requirements associated with public events where normal, scheduled services are not adequate to maintain an acceptable level of cleanliness or sanitation; and

WHEREAS, on May 7, 2013, the Board authorized a three (3) year agreement, Clerk's Document No. 60378 dated May 16, 2013, with Aztec for janitorial services at various District locations commencing July 1, 2013 and expiring June 30, 2016; and

WHEREAS, five (5) amendments to the agreement were issued and approved by the Board increasing the total not to exceed amount to \$1,147,388.60; and

WHEREAS, RFP 15-54 was solicited through Planet Bids on January 8, 2016 and electronic solicitation notifications went to 157 potential service providers, with 64 service providers downloading the bid package; and

WHEREAS, on February 18, 2016, the District received twelve (12) bids. The bids were evaluated and it was determined that eleven (11) bids received were responsive and acceptable; and

WHEREAS, interviews were offered to six (6) service providers, but only five (5) service providers accepted the interview offer; and

WHEREAS, District staff convened a panel consisting of employees from General Services, Harbor Police, Harbor Police Dispatch, Maritime, Audit and Risk, and Planning and Green Port, who evaluated the five (5) proposals based on standard criteria listed in the RFP; and

WHEREAS, a decision analysis was conducted by staff following the oral interviews; and

WHEREAS, each service provider was rated according to standard weighted criteria as listed within the RFP; and

WHEREAS, as a result of the decision analysis, District staff recommends the Board select and authorize an agreement with NMS Management, Inc. for janitorial services at the various District facilities named within the agreement in an amount not to exceed \$2,458,640.16.

NOW, THEREFORE, BE IT RESOLVED that the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That the Executive Director or her designated representative is hereby authorized and directed on behalf of the San Diego Unified Port District to enter into an agreement with NMS Management, Inc. for janitorial services from July 1, 2016, through June 30, 2019, with two optional terms extending until June 30, 2021 for an amount not to exceed \$2,458,640.16.

APPROVED AS TO FORM AND LEGALITY:

GENERAL COUNSEL



By: Assistant/Deputy

2016-41

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 14th day of April, 2016, by the following vote:

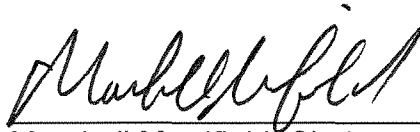
AYES: Bonelli, Malcolm, Merrifield, Castellanos, Moore, Nelson and Valderrama.

NAYS: None.

EXCUSED: None.

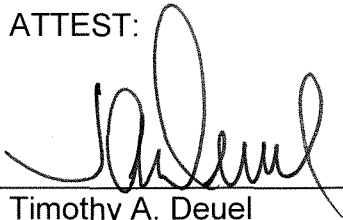
ABSENT: None.

ABSTAIN: None.



Marshall Merrifield, Chairman
Board of Port Commissioners

ATTEST:



Timothy A. Deuel
District Clerk

(Seal)