



Agenda Item No. 4

To: Finance-Auditing Committee/Committee of the Whole  
Meeting of April 28, 2006

From: Susan Chiaroni, Deputy General Manger, Bus Division  
Joseph M. Wire, Auditor Controller  
Celia G. Kupersmith, General Manager

Subject: **AUTHORIZE AWARD OF CONTRACT NO. 2006-BT-5-RTCC, JANITORIAL  
SUPPLIES, TO CLEAN SOURCE, INC., AND CREST-TALMADGE SALES,  
INC.**

**Recommendation**

The Finance-Auditing Committee recommends that the Board of Directors authorize award of Contract No. 2006-BT-5-RTCC, *Janitorial Supplies*, for a two-year period effective May 8, 2006, through May 7, 2008, with two additional one-year options to extend, exercisable by the District at its sole discretion as follows:

- 1) Category A, *Paper Products and Liners*, to Clean Source, Inc., San Jose, California for an estimated amount of \$189,055.31 for the initial two-year period and subsequent option years.
- 2) Category B, *Soaps and Cleaners*, to Clean Source, Inc., San Jose, California for an estimated amount of \$2,418.50 for the initial two-year period and subsequent option years.
- 3) Category C, *Miscellaneous Janitorial Supplies*, to Crest-Talmadge Sales, Inc., Burlingame, California for an estimated amount of \$27,667.70 for the initial two-year period and subsequent option years.

Sufficient funds for this procurement are available in the Fiscal Year 2005/2006 Bus and Bridge Division Operating Budgets and will be included in the FY 06/07 and FY 07/08 budgets.

This matter will be presented to the Board of Directors at its meeting of April 28, 2006, for appropriate action.

**Summary**

In an effort to collectively obtain the best pricing, the District, as a member of the Regional Transit Coordinating Council of the San Francisco Bay Area (RTCC), actively participates in the joint procurement of various products commonly used by its member agencies. The District is the lead

agency for Contract No. 2006-BT-5-RTCC, *Janitorial Supplies*, and also includes AC Transit, Central Contra Costa Transit Authority, Eastern Contra Costa Transit Authority, San Joaquin Transit and Vallejo Transit.

On January 24, 2006, Bids were mailed to 53 prospective bidders; nine bids were received and publicly opened on March 28, 2006. The bid results for a four-year period, as audited and adjusted accordingly, are as follows:

<b>Bidder</b>	<b>Category A</b>	<b>Category B</b>	<b>Category C</b>	<b>**Category D</b>
Vintage Janitorial	No Bid	No Bid	No Bid	\$416,175.00
T.B.L. Packaging & Distributing	\$1,108,398.79	No Bid	No Bid	\$361,941.00
California Janitorial Supply Corporation	No Bid	\$81,605.25	No Bid	No Bid
Crest-Talmadge Sales, Inc.	\$607,960.10	\$52,782.36	\$169,635.65	\$135,725.75
American Transit Supply	\$1,893,638.55	No Bid	\$347,508.61	\$456,150.85
*All American Poly	Non-Responsive	No Bid	No Bid	No Bid
Clean Source, Inc.	\$607,349.56	\$50,096.00	\$180,809.60	\$184,765.75
S&S Supplies & Solutions	\$769,607.54	\$92,751.18	\$175,617.85	\$237,597.60
Cole Supply	\$788,004.44	No Bid	\$199,013.51	No Bid

\* Bidder did not bid on all items within the category as required.

\*\* AC Transit is the sole user/participant of Category D, which is a specific type of towel.

Based on the estimated annual usage of each participating agency, bidders were asked to provide firm, fixed pricing for the two year term of the contract, including the two additional one-year option periods. Staff and the District's Attorney have reviewed the bids and find that Clean Source, Inc. and Crest-Talmadge Sales, Inc. are technically responsive to the specifications, and that the bidders have properly submitted all required documents.

### **Fiscal Impact**

The District's estimated cost (portion) of Contract No. 2006-BT-5-RTCC, *Janitorial Supplies*, for the four-year period is projected as follows: Category A \$189,055.31, Category B \$2,418.50, Category C \$27,667.70, and Category D is not applicable. Funds for the first two months (May 8, 2006 through June 30, 2006) are included in the FY 05/06 Bus and Bridge Division Operating Budgets. Funds for the remainder of the Contract, including any option period will be included in subsequent fiscal year budgets.