



Legislation Text

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Resolution Authorizing Contract # 2016-10475 with Hopkins Services, Inc. for Coliseum Event Seating Area Cleaning Services

Department: Coliseum
Council District: All

Public Hearing: N/A
Advertising Date/By: N/A

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PURPOSE:

The Greensboro Coliseum Operations Department is responsible for the cleaning of large seating areas in multiple locations within the Coliseum Complex. The Department uses contracted services to support the performance of this work. This contract is anticipated to exceed \$100,000 and requires City Council approval under the current City service contract policy.

BACKGROUND:

At the request of the Coliseum the Centralized Contracting Division conducted an on-line competitive Request for Bids (RFB) for Coliseum Temporary Labor for Event Conversion Services through the Greensboro Electronic Procurement System (GEPS) in Event #8308. The RFB specifications provide for award of a primary contract and a secondary on-call contract to address any unplanned capacity requirements. A total of 592 contacts were solicited through the GEPS system. The Centralized Contracting Division sent an outreach email to 22 M/WBE firm contacts, certified as Historically Underutilized Businesses from the Greensboro M/WBE Plan's 10-county area, inviting them to respond to the RFP. A total of 4 firms submitted responsive responses; two were HUB certified M/WBE firms.

The Department evaluated the submittals based on the lowest responsive responsible bid standard of award, which considers lowest pricing and meeting minimum requirements. Hopkins Services, Inc., a certified MBE firm with offices located in Greensboro, NC, was the lowest qualified bidder and is recommended for the primary contract award. ISS Facility Service, Inc. a company with offices located in Greensboro, NC, was the second lowest qualified bidder and will be offered an on-call contract in the event that the Coliseum's needs exceed the capacity of the primary contractor.

BUDGET IMPACT:

The contract term begins on December 1, 2016 and is for a period of 3 years and seven months with one potential one year extension. The estimated annual value for the contract is \$100,000. The estimated total value, including the renewal is \$458,330. Funds for the current fiscal year are available in the current budget. Future fiscal year appropriations are subject to City Council approval in the annual budget.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to adopt the attached resolution authorizing Contract # 2016-10475 with Hopkins Services, Inc. for Coliseum Event Seating Area Cleaning Services