

Kenai Peninsula Borough
Maintenance Department

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John Hedges, Interim Purchasing & Contracting Director *JH*
FROM: Scott Griebel, Maintenance Director *SG*
DATE: May 22, 2019
RE: Authorization to Award a Contract for RFP19-007 Janitorial Services – Maintenance, Purchasing, Roads, and Solid Waste Facility

The Purchasing and Contracting Office formally solicited and received proposals for the RFP19-007 Janitorial Services – Maintenance, Purchasing, Roads, and Solid Waste Facility. Proposal packets were released and the Request for Proposal was advertised in the Peninsula Clarion on April 17, 2019

The project consists of for janitorial services for the Maintenance/Purchasing/Roads/Solid Waste departments located at 47140 E Poppy Lane, Soldotna, Alaska.

On the due date of May 8, 2109 one (1) proposal was received and ranked by a review committee as follows:

<u>FIRM</u>	<u>TOTAL SCORE</u>
Kims Janitorial	261

The highest ranking proposal, which includes a cost factor, was submitted by Kims Janitorial with a lump sum cost proposal of \$2525 per month with a yearly total of \$30,300. The proposal review committee recommends award of a contract to Kims Janitorial of Soldotna, Alaska. Your approval for this award is hereby requested.

Funding for this project is in account numbers (See Attached).

CP

Charlie Pierce, Mayor

5/29/2019

Date

FINANCE DEPARTMENT	
FUNDS VERIFIED	
Contingent upon Assembly approval of	
Acct. No. See Attached	FY 20 budget.
By: <i>SG</i>	Date: <u>5/24/19</u>

FY-2020 Account Distribution

<u>DEPARTMENT</u>	<u>ACCOUNT NO.</u>	<u>MONTHLY</u>	<u>YEARLY</u>
Maintenance	241.41010.43011	\$1,262.50	\$15,150.00 ✓
Purchasing	100.11227.43011	\$420.83	\$5,049.96
Roads	236.33950.43011	\$420.83	\$5,049.96
Solid Waste	290.32010.43011	\$420.84	\$5,050.08
	TOTAL	\$2,525.00	\$30,300.00