

COMMISSION FILE NO: 17-035-4 **DATE INTRODUCED:** April 10, 2017

INTRODUCED BY: Executive Director (Signature on File in the Office of the Commission)

REFERRED BY COMMISSION CHAIRPERSON TO: Policy, Finance, and Personnel Committee

RELATING TO: Authorizing the Executive Director to Reject Bid for Contract P-2703, Temperature Control and Mechanical Maintenance Services for MMSD Headquarters and Laboratory Facilities for a Period of Four Years

SUMMARY:

The Commission is requested to authorize the Executive Director to reject bids for Contract P-2703, Temperature Control and Mechanical Maintenance Services for MMSD Headquarters and Laboratory Facilities for a Period of Four Years.

ATTACHMENTS: **BACKGROUND** ☒ **KEY ISSUES** ☐ **RESOLUTION** ☒
FISCAL NOTE ☐ **S/W/MBE** ☐ **OTHER** ☐ _____

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COMMITTEE ACTION: _____ **DATE:** _____

COMMISSION ACTION: _____ **DATE:** _____

BACKGROUND

Authorizing the Executive Director to Reject Bid for Contract P-2703, Temperature Control and Mechanical Maintenance Services for MMSD Headquarters and Laboratory Facilities for a Period of Four Years

In December 2016, an invitation to bid was issued to solicit contractors for these services for a period of four years. Bids were solicited from a large pool of firms, and the notice was published in the Daily Reporter, but only one firm submitted a proposal. Other firms were contacted to inquire why bids were not submitted, and several noted concerns with meeting bid requirements or not having received notification of the availability of the bids. It was reported that several firms were contacted through the District's Procurement system, but several email addresses were outdated.

Services for preventative and corrective maintenance on the MMSD headquarters and laboratory facilities heating, ventilation, and air conditioning (HVAC) systems have been outsourced since 1996. Contract goals were to maintain an effective and efficient temperature controlled environment. The current contract for these services (issued in April 2013, expiring in April 2017) includes all seasonal maintenance activities as well as 24-hour/7-day a week on-call services for corrective issues, ensuring that all facilities are maintained at the optimum temperature for personnel, laboratory, and computer infrastructure functions.

Due to the lack of bidders on this contract, staff determined the need to reevaluate bid documents and have a consulting firm review and recommend updates to bid specifications. Staff has worked to extend the current contract under the Executive Director's authority as it refines the bid package for a new contract bid.

RESOLUTION

Authorizing the Executive Director to Reject Bid for Contract P-2703, Temperature Control and Mechanical Maintenance Services for MMSD Headquarters and Laboratory Facilities for a Period of Four Years

RESOLVED, by the Milwaukee Metropolitan Sewerage Commission, that the Executive Director is authorized to reject the bid for Contract P-2703, Temperature Control and Mechanical Maintenance Services for MMSD Headquarters and Laboratory Facilities for a Period of Four Years.