

BEFORE THE INTERNAL AFFAIRS COMMITTEE OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ENTERING INTO ) RESOLUTION NO. 88-962  
A CONTRACT WITH PORTLAND HABILITA- )  
TION CENTER, INC. ) Introduced by Rena Cusma,  
 ) Executive Officer

WHEREAS, The Metro Center has need for janitorial services;  
and

WHEREAS, The proper contract procedures were followed and  
a contract was negotiated for cleaning and light maintenance; and

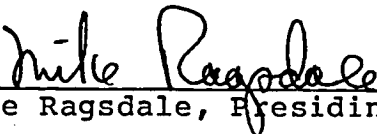
WHEREAS, Portland Habilitation Center, Inc. is a sheltered  
workshop and, therefore, exempt from competitive bidding; and

WHEREAS, The negotiated contract falls within the guide-  
lines pertaining to products of the handicapped; now, therefore,

BE IT RESOLVED,

1. That the Metro Internal Affairs Committee authorizes  
the District to enter into a contract with Portland Habilitation  
Center, Inc. within five (5) days of the adoption of this Resolution.
2. That the Contract be in effect until August 1, 1989.

ADOPTED by the Council of the Metropolitan Service District  
this 28th day of July, 1988.

  
Mike Ragsdale, Presiding Officer

JM/gl  
9903C/545  
07/19/88

STAFF REPORT

Agenda Item No. 1.3

Meeting Date July 28, 1988

CONSIDERATION OF RESOLUTION NO. 88-962, FOR THE  
PURPOSE OF ENTERING INTO A CONTRACT WITH PORTLAND  
HABILITATION CENTER, INC.

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Date: July 19, 1988

Presented by: Judy Munro

FACTUAL BACKGROUND AND ANALYSIS

Metro's contract with International Cleaning Services for janitorial and light maintenance services will expire July 31, 1988. It is being proposed that the service should be provided at the Metro Center by the Portland Habilitation Center.

The Portland Habilitation Center is a qualified nonprofit agency providing employment opportunities for the handicapped. The Center was recommended to Metro by the facilities managers of the former Bonneville Power Administration Building, and the State Office Building located at Fifth and Jefferson. Metro staff has toured two buildings currently maintained by the Center and found a high standard of care.

The Portland Habilitation Center submitted to Metro a cost proposal for janitorial and light maintenance services under the provisions of Oregon Revised Statutes 279.015. This statute provides, in part, an exemption from competitive bidding for firms providing employment opportunities for the handicapped.

The cost proposed by Portland Habilitation Center is \$28,600, which is \$5,400 less than budgeted for this service. Further, the amount proposed is less than 3 percent above the average of the costs proposed by 17 bidders in June 1987 to provide janitorial and light maintenance services. Generally accepted guidelines allow up to 10 percent above the average of costs proposed in the most recent competitive bid. (See Attachment A.)

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 88-962.

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9903C/545  
07/20/88

ATTACHMENT A

Average of 17 Bids (excluding both the high and low bid)	\$29,677.88
Average x 110%	32,645.67
P.M.C. Proposal	30,561.32
Percentage Above (+)/Below (-) Average	(+).029%*

\* Up to 10 percent above is the generally accepted guideline.

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