

BEFORE THE CONTRACT REVIEW BOARD OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AUTHORIZING ) RESOLUTION NO. 90-1247  
EXECUTION OF CONTRACTS FOR )  
FOR HEAVY CLEANING EQUIPMENT ) Introduced by  
FOR THE OREGON CONVENTION ) Executive Officer  
CENTER TO OTHER THAN ) Rena Cusma  
THE APPARENT LOW BIDDER )

WHEREAS, bids for the heavy cleaning equipment for the Oregon Convention Center; were received by Metro on Friday, March 23, 1990; and

WHEREAS, a bid was received from Zellerbach, A Mead Company for heavy cleaning equipment, was at bid opening, the apparent low bidder; and

WHEREAS, the Zellerbach, A Mead Company products were neither the products specified in the bid documents nor an approved substitution, nor did they submit security, nor did they acknowledge receipt of Addenda, nor did they submit a DBE/WBE Compliance Form, nor a Non-Collusion Affidavit ; and

WHEREAS, bids were received from National Sanitary Supply Company for walk-behind scrubber and floor machines and Tennant Corporation for scrubber, riding and sweeper/vacuum equipment; and

WHEREAS, the National Sanitary Supply Company and Tennant Corporation products were either specified in the bid documents or approved substitutions; and

WHEREAS, Project Staff have recommended the Zellerbach, A Mead Company bid be rejected for lack of responsiveness;

WHEREAS, Section 2.04.044 (e) of the Metro Code requires prior approval of the Contract Review Board to any but the apparent low bidder;

NOW, THEREFORE, BE IT RESOLVED,

That the Contract Review Board of the Metropolitan Service District hereby approves the award of heavy cleaning contracts for the Oregon Convention Center to both National Sanitary Supply Company for Lots B and D, walk-behind scrubber and floor machines and to Tennant Corporation for the riding scrubber and sweeper/vacuum equipment.

ADOPTED by the Contracts Review Board of the Metropolitan Service District this 10th day of May , 1990.

  
Tanya Collier, Presiding Officer

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 90-1247 FOR THE PURPOSE OF AUTHORIZING EXECUTION OF CONTRACTS FOR FOR HEAVY CLEANING EQUIPMENT FOR THE OREGON CONVENTION CENTER TO OTHER THAN THE APPARENT LOW BIDDER.

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Date: April 9, 1990

Presented by: Neil McFarlane

Project staff received and opened bids for heaving cleaning equipment for the Oregon Convention Center on Friday, March 30, 1990. Zellerbach, A Mead Company was at bid opening, the apparent low bidder. Bid results are detailed on the attached Exhibit A.

Upon detailed review of all bids received, the determination was made to reject the Zellerbach bid as non-responsive. The bid by Zellerbach was deemed non-responsive because the products were neither the products specified in the bid documents nor an approved substitution. In addition, the Zellerbach bid failed to include the required bid security and DBE/WBE compliance form.

Both the Tennant Corporation and the National Sanitary Supply Company bids have been determined to be responsive. Both bid products were specified approved products and both complied with all additional requirements (DBE/WBE Compliance, Bid security, etc). Project staff recommends award of Lot A and C to the Tennant Corporation and Lots B and D to the National Sanitary Supply Company as the lowest responsive bidders.

#### Recommendation:

The Executive Officer recommends approval by the Contract Review Board, as required by Metro Code Section 2.044.044(e), of the award of Lots B and D to National Sanitary Supply Company as the low responsive bidder of the respective Lot of the heavy cleaning equipment contract for the Oregon Convention Center.

## EXHIBIT "A"

Heavy Cleaning Equipment Bid Opening  
 March 30, 1990  
 2:00 p.m.

	Zellerbach	Nat'l Sanitary	Tennant Co.
ITEM			
Security	no	Cashier's Ck	Security Bond
BID FORM			
Lot A, Scrubber, Riding	0.00	0.00	29,347.60
Lot B, Walk Behind Scrub	5,763.00	6,995.00	8,343.20
Lot C, Sweeper/Vacuum	0.00	0.00	10,533.80
Lot D, Floor Machines	10,132.10	15,313.26	0.00
	<b>15,895.10</b>	<b>22,308.26</b>	<b>39,881.40</b>
ADDENDA ACKNOWLEDGED			
Addendum No. 1	no	yes	yes
Addendum No. 2	no	yes	yes
DBE/WBE Compliance	no	yes	yes
Resident/Non-Resident	yes	yes	yes
Signature Page	yes	yes	yes
Non-Collusion Affidavit	no	yes	yes

CONVENTION & VISITOR FACILITIES  
COMMITTEE REPORT

RESOLUTION NO. 90-1247, FOR THE PURPOSE OF AUTHORIZING  
EXECUTION OF CONTRACTS FOR HEAVY CLEANING EQUIPMENT FOR  
THE OREGON CONVENTION CENTER TO OTHER THAN THE APPARENT  
LOW BIDDER

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Date: April 25, 1990      Presented by: Councilor David Knowles

COMMITTEE RECOMMENDATION: The Convention and Visitor Facilities  
Committee voted 4 to 0 to recommend Contract Review Board  
adoption of Resolution No. 90-1247. Voting: Councilors Knowles,  
Buchanan, McFarland and Van Bergen. Absent: Councilor Hansen.  
This action was taken April 24, 1990.

COMMITTEE DISCUSSION/ISSUES: Neil McFarlane presented the staff  
report and stated that staff received three bids for heavy  
cleaning equipment for the Oregon Convention Center on March 30,  
1990. Bids had been requested for four equipment lots: Lot A,  
Riding Scrubber; Lot B, Walk Behind Scrubber; Lot C, Sweeper/  
Vacuum; and Lot D, Floor Machines. Bids were submitted by  
Zellerbach, the Tennant Corporation and the National Sanitary  
Supply Company.

Zellerbach was the apparent low bidder for Lots B and D (Walk  
Behind Scrubber and Floor Machines), but was deemed non-  
responsive by staff because the products were neither the  
products specified in the bid documents nor an approved  
substitution. In addition, the Zellerbach bid failed to include  
the required bid security and DBE/WBE compliance form.

Staff has determined that the Tennant Corporation bid on Lots A  
and C and the bid on Lots B and D by the National Sanitary Supply  
Company are the lowest responsive bids and recommends approval by  
the Contract Review Board. Councilor Van Bergen asked staff who  
the two companies were. Staff stated that the National Sanitary  
Supply Company was a well-established local company. The Tennant  
Corporation is a large manufacturer of cleaning equipment.

Councilor McFarland pointed out that only Lots B and D were being  
questioned because of Zellerbach's non-responsive bid on those  
two lots.

The Committee amended the Resolution to make it clear that Lots A  
and C were to be awarded to the Tennant Corporation. There were  
no further questions, comments or issues and the Committee voted  
unanimously to recommend adoption of Resolution No. 90-1247.

RB:aeb  
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