

BID AWARD RECOMMENDATION

<u>To:</u>	Council Chair	<u>Date:</u>	4/3/2024
<u>Through:</u>	Dave Somers, County Executive	<u>Bid No:</u>	23-058LY
<u>From:</u>	Purchasing Division	<u>Department:</u>	County-wide use
<u>General Legislative Session:</u>	4/10/2024	<u>Funding:</u>	Varies, \$350,000 annually (estimated)
<u>Product/Project:</u>	Janitorial Products and Restroom Supplies	<u>Bid Term:</u>	Two (2) years with the option to extend for two (2) additional two year terms

BRIEF DESCRIPTION:

The Purchasing Division issued a competitive Invitation to Bid for Janitorial Products and Restroom Supplies on behalf of the Corrections Division, Facilities Maintenance Division, Health Department, Parks Division and Fairgrounds Division. The County wishes to consolidate and leverage the volume of these items to improve service, reduce cost, and decrease the environmental impact of this service. Seven (7) bids were received before bid due date and time. Two bids were received after the due date and time and were returned unopened to bidders.

BIDDERS:

1. **Staples Contract & Commercial LLC**
2. **Txley, Inc.**
3. Momentum Procurement Group
4. Mairos, le dba Keeney's Office Supply
5. ODP Business Solutions, LLC

Non-responsive bids:

Global Equipment Company Inc.
HD Supply Facilities Maintenance, Ltd.

AWARD AUTHORITY:

This bid award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, "Forma sealed bidding," and section 3.04.140(3), "Award, execution, by whom," which establish the County Council as the award authority for bids/contracts subject to bidding requirements greater than \$500,000. The County Council approves the bid award recommendation and authorizes the County Executive to execute an Agreement and subsequent amendments for the products/services described above.

AWARD RECOMMENDATION:

The Purchasing Manager and the County Executive have, in turn, reviewed this award recommendation and hereby recommend awards to Staples Contract & Commercial LLC for Corrections and Facilities Departments and Txley, Inc. for the Health Department, Parks and Fairgrounds Divisions for a total estimated spend of \$2,100,000 over the entire bid term.

The Purchasing Manager, or designee, has electronically recommended this bid award on ECAF 2022-0524. The County Executive, or designee, has electronically recommended this award on ECAF 2022-0524

APPROVED:

Jared Mead 4/10/2024
Council Chair Date