

Memorandum
City of Lawrence
Department of Public Works

TO: Mark Thiel
FROM: Steve Bennett
CC: David Corliss, Cynthia Wagner, Chuck Soules
Date: November 14th, 2011
RE: Custodial Bids Bid # B1157

Please include the following item on the City Commission consent agenda for consideration at the November 22nd, 2011 meeting:

Custodial Services

The City of Lawrence is soliciting bids for custodial contracts on ten City of Lawrence locations.

Project History. Presently the City of Lawrence has several different custodial contracts. The City of Lawrence is proposing the consolidation of nearly all custodial contracts in an effort to reduce the overall cost of providing these services to our facilities.

Project Scope. The contract will consolidate the Solid Waste Annex Building, Lawrence Municipal Airport, Household Hazardous Waste Buildings, Fire Rescue and Training, Lawrence-Douglas County Fire and Medical Department Administration and Training Center, Riverfront Offices, Community Health Building, Traffic Building, Police Department Investigation and Training Center, and Court Services.

Project Funding. Funding will come from the individual budgets of the operations listed above and within the current 2012 adopted budgets.

Action Request. Authorize the city manager to set a bid date of December 13th, 2011.