

CITY OF BETHEL ACTION MEMORANDUM

Action Memorandum No.	17-06		
Date Action Introduced:	1-10-2017	Introduced By:	City Manager P. Williams
Date Action Taken:	1-10-2017	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed By:	LS		

Authorizing the City Manager to enter into a contract for Janitorial Services for Department of Law.

Route To:	Department/Individual	Initials	Remarks
<input checked="" type="checkbox"/>	Purchasing Agent		
<input checked="" type="checkbox"/>	City Manager		
<input checked="" type="checkbox"/>	City Attorney		
<input type="checkbox"/>	Affected Dept. Director		
<input type="checkbox"/>	Procurement Facilitator		

Attachment(s): Copy of RFP issued

Amount of Fiscal Impact		Account Information
	No fiscal impact	
\$1,995	Funds are Budgeted for	53-55-663
	Funds are not budged for Budget modification required	

On November 16, 2016, the City of Bethel issued a request for bids for Janitorial Services for the Department of Law portion of the Courthouse Complex. The bid was posted for twenty (20) days and was advertised on the City of Bethel website, was published in the Delta Discovery and Tundra Drums; was posted locally at the Post Office, A-C, Swansons and Courthouse; and was posted on Facebook. During the bid, no protests were received no addenda were issued.

On December 7, 2016, the closing date of the bid, the City received two (2) bids. The bid results, in order of price were as follows:

Kagista Janitorial Services	\$1,995
Midnight Sun Cleaning Services, LLC	\$13,160

Kagista Janitorial Services having been the lowest bidder, a contract was drafted for same and it is requested the City Manager be authorized to enter in said contract (attached).