

**CITY OF COOS BAY  
JOINT CITY COUNCIL / URA WORK SESSION  
Agenda Staff Report**

<b>MEETING DATE</b> March 14, 2017	<b>AGENDA ITEM NUMBER</b>
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TO: Mayor Benetti and City Councilors

FROM: Rodger Craddock, City Manager

ISSUE: Current Janitorial Contract

**SUMMARY:**

In 2010, the City solicited bids from vendors to provide janitorial services for City Hall, the Visitor Information Center, and the City Shops. Several bids were received which revealed that Bay Area Enterprises had submitted the lowest bid. Bay Area Enterprises was awarded the contract, and they have been providing the janitorial services since January 2011. The services provided have met and continue to meet expectations.

Since initially awarding the contract in 2011, staff have become aware of the Products of Disabled Individuals act which was passed by the Oregon Legislature in 1977. The resulting statute ORS 279.835 through 279.850 law obliges all state and local governments, school districts, and other tax-supported political bodies in Oregon to purchase goods and services from Qualified Rehabilitation Facilities (QRFs) when the product or service is listed on the Department of Administrative Services (DAS) Procurement List and meets the agency's requirements. As Bay Area Enterprises is a QRF, the City is obligated to use their services unless they are unable to meet the needs of the City.

While there have been concerns of the increased cost of use Bay Area Enterprises over the cost of the former service provider who had retired, staff believes that going out for a bid process would only serve to prove that the current cost is at most the going rate for the services provided.

**ACTION REQUESTED:**

In light of the Products of Disabled Individuals Act, staff suggests maintaining our current contract with Bay Area Enterprises and working with them to resolve any service deficiencies identified.