



October 13, 2023

To: Detra Dillon, Procurement Administrator, General Services Agency, Purchasing Agent Designee

From: Ning Peng, Procurement & Contracts Specialist

Subject: AWARD A CONTRACT TO BLAISDELL & SONGEY, INC. FOR TRASH CAN LINERS; MASTER CONTRACT NO. 902320; PROCUREMENT CONTRACT NO. 26205; AMOUNT: \$219,706

RECOMMENDATION:

Award and execute a contract (Master Contract No. 902320, Procurement No. 26205) with Blaisdell & Songey, Inc. (Principal: Margee Witt; Location: San Leandro) to provide trash can liners to the General Services Agency-Building Maintenance Department, Alameda County Library, and Alameda County Probation Department, for the term of 11/1/2023 – 10/31/2024, in the amount of \$219,706 (award amount + 11% estimated sales tax).

DISCUSSION/SUMMARY:

General Services Agency (GSA)-Building Maintenance Department (BMD) provides maintenance and operation services for over 121 County owned buildings. These buildings include offices, detention facilities, the Veteran's Memorial buildings, firing ranges, parking structures and training facilities. GSA-BMD provides the services required to ensure clean, safe, and functionally operative facilities.

The Alameda County Library (ACL) is a public library system that provides services from eleven branch libraries in the cities of Albany, Dublin, Fremont, Newark and Union City and the unincorporated communities of Castro Valley, Cherryland and San Lorenzo.

The Alameda County Probation Department (ACPD) is committed to making communities the safest in the nation, to support and restore communities by providing compassionate supervision and accountability to justice-involved youth and adults, and to provide preventive and rehabilitative services through evidence-based practices and collaborative partnerships.

Trash can liners are required across the County owned buildings, libraries, and Juvenile Hall of the Juvenile Justice Center.

SELECTION CRITERIA/PROCESS:

GSA-BMD, ACL, and ACPD have determined that Alameda County does not currently have the resources to provide trash can liners.

GSA-BMD, ACL and ACPD worked with GSA–Procurement to develop a Request for Quotation (RFQ), which was issued on June 28, 2023, posted on the County and GSA LinkedIn websites for 36 days, emailed to the Chambers of Commerce e-mail group, and sent to the E-Gov Goods and Services – Current Contract Opportunities mailing service. The RFQ was also advertised in the Inter-City Express on June 30, 2023, and the Oakland Post on July 5, 2023. A vendor outreach was conducted on July 5, 2023, followed by one networking/bidders conference on July 6, 2023, which was attended by 2 vendors.

On August 4, 2023, six bidders submitted responses to the RFQ. Four bid responses were disqualified due to non-compliance with the SLEB requirement and/or incomplete bid response packet. The remaining two responses were evaluated by GSA-procurement. As stated in the RFQ, contracts will be awarded to a pool of bidders; and prior to bid award, the County will field and lab test the proposed products to ensure quality and performance. GSA-BMD, ACL and ACPD field tested the samples provided by Blaisdell & Songey, Inc. and Waxie Sanitary Supply. The samples provided by Waxie Sanitary Supply did not pass the field test due to inferior quality.

As stated in the RFQ, the County reserves the right to award to a single or multiple Contractors.

Blaisdell & Songey, Inc. was the sole qualified vendor and is being recommended for award.

Blaisdell & Songey, Inc. (Doing Business As: Blaisdell’s Business Products) is a certified SLEB (Certified Small: 02-90133; Expiration: March 31, 2025).

The following is the evaluation summary:

EVALUATION SUMMARY

Vendor	Location	Local	SLEB	Bid Price	Evaluation Price
<i>Blaisdell & Songey, Inc.</i>	<i>San Leandro, CA</i>	<i>Y</i>	<i>Y</i>	<i>\$197,933</i>	<i>\$178,140</i>

FINANCING:

Appropriations for this contract are included in the GSA-BMD, ACL, and ACPD’s Fiscal Year 2023-24 Approved Budget and will be requested in future budget years. No additional appropriations are required and there will be no increase in net County cost.

Recommended By:

Procurement & Contracts Specialist

DocuSigned by:
Ming Peng
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Signature _____ Date 10/13/2023

Approved By:

Contract Compliance Officer

DocuSigned by:
Julie Ackerman
B887C818D640448...
Signature _____ Date 10/13/2023

Procurement & Contracts Supervisor

DocuSigned by:
Allison Ocampo
EB5409F046854CF...
Signature _____ Date 10/13/2023

Purchasing Agent Designee

DocuSigned by:
Detra Dillon
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Signature _____ Date 10/16/2023