

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: April 9, 2012
	Agenda Item No. 32A Roll Call No. <u>12-0536</u> Communication No. <u>12-174</u> Submitted by: Donald M. Tripp, Director of Park and Recreation

AGENDA HEADING:

Approving awarding of Bid No. V12-058 for the procurement of portable toilet services and authorizing the Procurement Agent to negotiate and execute appropriate agreements.

SYNOPSIS:

Recommend approval of the awarding of Bid No. V12-058 for the procurement of portable toilet service from Jim’s Johns, (Jim McCaughey, President) 1005 SW Boulder, Des Moines, IA 50315 and authorization for the Procurement Agent to negotiate and execute appropriate agreements.

FISCAL IMPACT:

Amount: \$31,000.00

Funding Source: FY2012 Operating Budget, Parks: GE001 PKS070400 (Horticultural Maintenance), pages 190-193; GE001 PKS100104 (Gray’s Lake), page 197; GE001 PKS100400; (Athletics and Sports Tourism), page 198; GE001 PKS104000 (Soccer Complex Operation), page 196 and GE001 PKS980850 (Community Gardening), page 210.

ADDITIONAL INFORMATION:

The City’s Procurement Agent solicited bids for portable toilets under Bid No. V12-058, for an annual contract with two (2) additional one-year renewal options to furnish portable toilet rental services in Park and Recreation Department facilities that do not have permanent restrooms, or need additional restroom facilities to handle the number of visitors. Accessible toilet facilities are also needed at these locations.

The City of Des Moines was audited by the Department of Justice regarding compliance with Americans with Disability Act (ADA) requirements and a certain percentage of portable toilets are required to be accessible to the handicapped. In many parks the number of annual visitors would indicate only one portable toilet is needed and to meet ADA criteria, that toilet must be accessible to persons with disabilities. Accessible toilets are more expensive for portable toilet companies to maintain in inventory and therefore not many in the Des Moines area have the supply necessary to meet the City’s need. Bid V12-058 was sent to the following companies: Jim’s Johns, A King’s Throne, Action Services, Best Portable Toilets and Bob’s Mobile Toilet Service. Jim’s Johns was the only company completing a bid therefore the Park and Recreation Department recommends an annual agreement renewable for two additional twelve-month periods be negotiated, with price increases complying with agreement terms.

PREVIOUS COUNCIL ACTION(S):

Date: March 9, 2009

Roll Call Number: 09-393

Action: [Jim's](#) Johns for annual contract with two (2) additional one-year renewal options to furnish portable toilet rental services to be used by the Park and Recreation Department, \$30,000. (Four bids mailed, two received). Moved by Vlassis to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.