

CITY COUNCIL ACTION REQUEST

Department(s): Finance	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	Coordination: Airport Department; City Attorney's Office; City Manager's Budget Office; Environmental Services Department; and Public Works Department	Dept. Approval: /s/ Rick Bruneau
Council District(s): Citywide			CMO Approval:  5/14/24

SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDERS WITH RENTOKIL NORTH AMERICA, INC. FOR PEST AND RODENT CONTROL SERVICES

RECOMMENDATION:

Adopt a resolution authorizing the City Manager or her designee to:

- a) Execute three purchase orders with Rentokil North America, Inc. (Wyomissing, PA) for pest and rodent control services, for a one-year term beginning on or about July 1, 2024, ending on or about June 30, 2025, for a total not-to-exceed amount of \$500,000; and
- b) Exercise up to six one-year options to extend the term of the purchase orders with the last option year ending on or about June 30, 2031, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION:

Pest control is required at various facilities Citywide to prevent health risks to the public and City staff. Proper pest control helps to reduce food waste, limit property damage, and avoid disruptions to City services. Pest control services are needed to ensure compliance with County of Santa Clara guidelines and County of Santa Clara Department of Environmental Health requirements. These services are needed at the San José Mineta International Airport, San José-Santa Clara Regional Wastewater Facility, and other City facilities to minimize and eliminate pests, which includes insects, rodents, birds, and other organisms, as required for facility preservation and health and safety purposes.

In November 2023, a Request for Bids was released by the Finance Department to procure these services. The Request for Bids provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Two responsive bids were submitted, and no protests were received. One vendor requested and received the City's local and small business preference. Staff recommends award to Rentokil North America, Inc. as the lowest priced, responsive, and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310.B(1). Approval of this recommendation ensures the City receives these essential services.

Commission Recommendation/Input: The Treatment Plant Advisory Committee will consider this item on May 23, 2024. A supplemental memorandum with the committee's recommendation will be included in the amended June 4, 2024 City Council meeting agenda.

COST AND FUNDING SOURCE:

The total contract amount being recommended is \$500,000 and the budget table below identifies the funding sources for \$100,000 from the Airport Maintenance and Operation Fund, and the San José-Santa Clara Treatment Plant Operating Fund. The remaining \$400,000 will be managed by the Public Works Department, who will work with other departments for funding and their service needs. Any additional department funding will be developed as part of the budget process.

Fund #	Appn #	Appn. Name	Total Appn.	Amt. for Recommendation	2023-2024 Adopted Operating Budget Pg.	Last Budget Action (Date, Ord. No)
523	0802	Non- Personal/ Equipment	\$54,811,767	\$35,000	966	6/20/23, 30933
513	0762	Non-Personal/ Equipment	\$39,415,055	\$65,000	1054	10/17/23, 30966

FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance – Purchasing and Risk Management, at Albie.Udom@sanjoseca.gov.