



## CITY OF WASILLA

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### COUNCIL MEMORANDUM NO. 91-33

FROM: Deputy Administrator

DATE: May 29, 1991

RE: Annual Janitorial Services Contract

We received three bids for the annual City Hall and school janitorial services contract which, for the first time, adds the library to the contract.

The low bidder had a discrepancy in the bid package in that he failed to sign acknowledgement of receiving the addendum. The addendum specified the minimum amount of insurance required and could have an impact on a bidder's submittal. However, the bid package received contained evidence of the required amount of insurance so there is apparently no effect on the bid by the omission.

Recommend that failure to acknowledge the addendum be considered a minor irregularity and waived, and recommend award to the low bidder, Mat-Su Services for Children and Adults for \$1,144.89 per month.

Robert E. Harris  
Deputy Administrator

*Approved 6/10/91*

