

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME REJECTING ALL PROPOSALS RECEIVED FOR JANITORIAL SERVICES AND AUTHORIZING STAFF TO REVISE THE REQUEST FOR PROPOSAL DOCUMENTS AND RE-ADVERTISE THE PROJECT**

**WHEREAS**, on October 28, 2025, the City issued a notice inviting proposals for janitorial services; and

**WHEREAS**, the City received 16 proposals as of the close of the submission period on November 21, 2025; and

**WHEREAS**, two proposals were disqualified due to failure to acknowledge addenda issued during the Request for Proposals (RFP) process and for late submission past the established RFP submission deadline; and

**WHEREAS**, upon examining a bid protest received on December 12, 2025, RFP documents and project specifications, staff determined that the project specifications should be revised to provide greater clarity on the scope of work for current and new City Hall locations, update the Pricing Form, and clarify the evaluation process; and

**WHEREAS**, staff recommends that the City Council reject all proposals received for the project and authorize staff to revise the Request for Proposals documents and project specifications and re-advertise the project.

**NOW, THEREFORE, BE IT RESOLVED, and ORDERED**, that all proposals for the above-named project are hereby rejected, and City staff is authorized to revise the Request for Proposals documents and project specifications and re-advertise the project in accordance therewith.

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Michael Brownrigg, Mayor

I, MEAGHAN HASSEL-SHEARER, City Clerk of the City of Burlingame, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 20<sup>th</sup> day of January, 2026, and was adopted thereafter by the following vote:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:

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Meaghan Hassel-Shearer, City Clerk