



Jeremiah W. (Jay) Nixon
Governor

Catherine F. Brown
Director

Doug Nelson
Commissioner

State of Missouri
OFFICE OF ADMINISTRATION
Division of Facilities Management
Design and Construction
730 Truman Building, 301 West High Street
Post Office Box 809
Jefferson City, Missouri 65102
INTERNET: <http://www.oa.mo.gov/fmdc>
E-MAIL: FMDC.RealEstate@oa.mo.gov

(573) 751-3339
FAX (573) 751-7277

NOTICE OF AWARD

CONTRACT NUMBER JLBT0816	LEASE NUMBER 10601280	FACILITY ADDRESS 2720 Shepherd of the Hills Expressway, Branson (Taney County), MO	
CONTRACT TITLE Janitorial Services – Branson		CONTRACT PERIOD September 1, 2015 through August 31, 2016	
VENDOR NUMBER 3005988740 0		Site Information: Number of Days per Week 5 Number of Square Feet – 18,717 Price per Square Foot .11 Monthly Amount: \$2,058.87	
VENDOR NAME AND ADDRESS Retherford Cleaning Service 1764 Hwy F, Lot 5 Mansfield, MO 65704 (417) 741-2759 lretherford2003@yahoo.com		ON-SITE CONTACT INFORMATION Jason Comer (417) 339-0063 X 239 Jason.comer@dss.mo.gov	
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS: The bid submitted by Retherford Cleaning dated 8/18/15 in response to RFQ# JLBT0816 is accepted in its entirety pursuant to the terms and conditions of the RFQ.			
STATE OF MISSOURI USE ONLY			
The Contractor agrees that upon receipt of a Notice of Award signed and issued by an authorized representative of the State of Missouri, a binding contract shall exist between the Contractor and the State Agency.			
OA/FMDC CONTACT NAME: Rebecca Brinkley	OA/FMDC CONTACT TITLE: Section Manager	OA/FMDC CONTACT INFORMATION: Email: Rebecca.brinkley@oa.mo.gov Phone: (573)526-4135 Fax(573) 751-7277	
SIGNATURE OF OA/FMDC CONTACT: 		DATE: 8/27/15	
SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE: 		TITLE: Section Manager	DATE: 8/27/15

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BID EVALUATION MEMORANDUM

Date: August 24, 2015

Bid Number: JLBT0816

Bid Title: Janitorial Services - Branson

Date Closed: 8/20/15

Contract's Unit Manager: Rebecca Brinkley 

Deputy Director, Contract's Unit – Charlie Brzuchalski 

Pursuant to RFQ JLBT0816 for Janitorial Services in Branson, an award shall be made to the lowest priced responsive bidder. Other factors that affect the determination of the lowest price responsive bidder include consideration of the Blind/Sheltered Workshop Preference and Missouri Service-Disabled Veteran Business Enterprise Preference.

Two bids were received in response to RFQ JLBT0816. The two bidders were:

RK Janitorial
Retherford Cleaning Service

No "No Bids" were received in response to RFQ JLBT0816.

No Late Bids were received in response to RFQ JLBT0816.

All bids received in response to RFQ J JLBT0816 were reviewed for compliance with the evaluation criteria and preferences in the RFQ. The results of that review are as follows:

None of the bidders received preference points for Missouri Service Disabled Veteran Business Preference, or for Organizations for the Blind and Sheltered Workshop Preference.

A cost evaluation was performed in accordance with Paragraph 3.2.1 of the RFQ for janitorial Services and Supplemental Services.

The bid from Retherford Cleaning Service has been determined to be responsive to the mandatory requirements of the RFQ, and is the lowest responsible and reliable bidder. Retherford Cleaning Service currently holds several janitorial contracts with the State of Missouri with acceptable performance at this time. The results of the cost evaluation were forwarded to Amy Spray of Real Estate Services Unit for review to approve an award to Retherford Cleaning Service. Real Estate Services approved the award to Retherford Cleaning Service. Therefore, I am proceeding with the award as approved.



Division of Facilities Management,

Design and Construction

COST EVALUATION

Contract Specialist: Rebecca Brinkley

Bid Number: JLBT0716

Bid Name: Branson Janitorial

Evaluation Date: 8/24/15

Retherford Line Item	Qty	Original Contract Period		1st Renewal Period		2nd Renewal Period		TOTAL CONTRACT COST
		Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	
001	18,717	\$0.11	\$24,706.44	\$0.11	\$24,706.44	\$0.11	\$24,706.44	TOTAL CONTRACT COST
002	30	\$0.17	\$5.10	\$0.17	\$5.10	\$0.17	\$5.10	
003	30	\$0.20	\$6.00	\$0.20	\$6.00	\$0.20	\$6.00	
004	600	\$0.10	\$60.00	\$0.10	\$60.00	\$0.10	\$60.00	
005	600	\$0.08	\$48.00	\$0.08	\$48.00	\$0.08	\$48.00	
006	3	\$2.00	\$6.00	\$2.00	\$6.00	\$2.00	\$6.00	
007	12	\$0.45	\$5.40	\$0.45	\$5.40	\$0.45	\$5.40	
008	3000	\$0.08	\$240.00	\$0.08	\$240.00	\$0.08	\$240.00	
009	3000	\$0.08	\$240.00	\$0.08	\$240.00	\$0.08	\$240.00	
010	3000	\$0.08	\$240.00	\$0.08	\$240.00	\$0.08	\$240.00	
011	3	\$25.00	\$75.00	\$25.00	\$75.00	\$25.00	\$75.00	
012	3	\$24.00	\$72.00	\$24.00	\$72.00	\$24.00	\$72.00	
013	24	\$8.50	\$204.00	\$8.50	\$204.00	\$8.50	\$204.00	
			TOTAL		TOTAL		TOTAL	
			\$25,907.94		\$25,907.94		\$25,907.94	
Grand Total Cost								\$77,723.82
Blind & Sheltered Workshop								0
SDVE								0
Total Cost Points								200

RK Janitorial	Original Contract Period		1st Renewal Period		2nd Renewal Period		TOTAL CONTRACT COST	
Line Item	Qty	Price	Extended Cost	Price	Extended Cost	Price		Extended Cost
001	18,717	\$0.1160	\$26,054.06	\$0.1160	\$26,054.06	\$0.1160	\$26,054.06	TOTAL CONTRACT COST
002	30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003	30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
004	600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
005	600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
006	3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
007	12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
008	3000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
009	3000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
010	3000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
011	3	\$25.00	\$75.00	\$25.00	\$75.00	\$25.00	\$75.00	
012	3	\$24.00	\$72.00	\$24.00	\$72.00	\$24.00	\$72.00	
013	24	\$9.00	\$216.00	\$9.00	\$216.00	\$9.00	\$216.00	
	TOTAL		\$26,417.06	TOTAL	\$26,417.06	TOTAL	\$26,417.06	
Grand Total Cost							\$79,251.19	
Blind & Sheltered Workshop							0	
SDVE							0	
Total Cost Points							196	