

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

## NOTICE OF AWARD

<b>CONTRACT NUMBER</b> JLCC0616	<b>LEASE NUMBER</b> 01701301	<b>FACILITY ADDRESS</b> 1303 North US Highway 65, Carrollton (Carroll County), MO 64633	
<b>CONTRACT TITLE</b> Janitorial Services – Carrollton, Missouri		<b>CONTRACT PERIOD</b> October 1, 2016 through September 30, 2017	
<b>VENDOR NUMBER</b> 4311330970-0 MB00091797		<b>SITE INFORMATION</b> Number of Days per Week: 3 Number of Square Feet: 3,671 Price per Square Foot: \$.1456 Monthly Amount: \$534.50	
<b>VENDOR NAME AND ADDRESS</b> Woodley Building Maintenance 8601 E 63 <sup>rd</sup> Street Kansas City, MO 64133  Phone: (816) 358-9444 Fax: (816) 358-7121 Email: <a href="mailto:Diana.Hartzler@wbmservices.com">Diana.Hartzler@wbmservices.com</a>		<b>ON-SITE CONTACT INFORMATION</b> Name: Stephanie White Phone: (660) 530-5910 Email: <a href="mailto:Stephanie.White@dss.mo.gov">Stephanie.White@dss.mo.gov</a>	
<b>ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:</b> The bid submitted by Woodley Building Maintenance dated 7/25/16 in response to RFQ# JLCC0616 is accepted in its entirety pursuant to the terms and conditions of the RFQ.			
<b>STATE OF MISSOURI USE ONLY</b>			
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.			
<b>OA/FMDC CONTACT NAME:</b> Amber Willis	<b>OA/FMDC CONTACT TITLE:</b> Contract Specialist II	<b>OA/FMDC CONTACT INFORMATION:</b> Email: <a href="mailto:Amber.Willis@oa.mo.gov">Amber.Willis@oa.mo.gov</a> Phone: (573) 526-3421 Fax: (573) 751-7277	
<b>SIGNATURE OF OA/FMDC CONTACT:</b> 		<b>DATE:</b> 8/5/2016	
<b>SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE:</b> 		<b>TITLE:</b> Section Manager	<b>DATE:</b> 8-5-16

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## BID EVALUATION MEMORANDUM

Date: August 5, 2016

Bid Number: JLCC0616

Bid Title: Janitorial Services - Carrollton

Date Closed: 7/21/16

Contract Specialist: Amber Willis

Contract's Unit Manager: Rebecca Brinkley *RB*

Pursuant to RFQ JLCC0616 for Janitorial Services in Carrollton, 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.

No "No Bids" were received in response to RFQ JLCC0616.

One Late Bid was received in response to RFQ JLCC0616. The bidder was:

Woodley Building Maintenance

- The bid from Woodley Building Maintenance was accepted pursuant to section 6 b) of Terms and Conditions (see attached Late Bid Memo).

All bids received in response to RFQ JLCC0616 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 Woodley Building Maintenance has been determined to be responsive to the mandatory requirements of the RFQ, and is the lowest responsible and reliable bidder. Woodley Building Maintenance does have contracts with the State of Missouri and previous experience as a contractor. The results of the cost evaluation were forwarded to Amy Spray of Real Estate Services Unit for review to approve an award to Woodley Building Maintenance. Real Estate Services approved the award to Woodley Building Maintenance. Therefore, I am proceeding with the award as approved.

