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Commissioner

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BID EVALUATION MEMORANDUM

Date: May 18, 2016

Bid Number: JLCJ0216

Bid Title: Janitorial Services – Crystal City

Date Closed: 03/24/16

Contract's Unit Manager: Rebecca Brinkley RB

Deputy Director, Contract's Unit – Charlie Brzuchalski

Pursuant to RFQ JLCJ0216 for Janitorial Services in Crystal City, 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.

Missouri Cleaning was the only vendor who submitted a bid in response to RFQ JLCJ0216. The cost evaluation was forwarded to Real Estate Services Unit (RESU) for review. Amy Spray of RESU approved an award to Missouri Cleaning with a start date of May 1, 2016. However, Missouri Cleaning was found to be non-compliant with the Secretary of State's Office to do business in the state of Missouri. As a result, the bid from Missouri Cleaning was rejected.

Because services were recently procured and time did not allow for a re-bid of the services, Facilities Management, Design and Construction solicited an interim contract JLCH0416 pursuant to section 34.040, RSMo, *Departments must solicit competitive bids for the purchase of a product/service valued over $3,000 and for products/services for which a series of periodic purchases will have an aggregate value over $3,000 within the same fiscal year or a period not-to-exceed 12 months.*

One bid was received from Prosperity Service, LLC in response to the interim contract JLCJ0416. The interim contract period is anticipated to be May 1, 2016 through June 30, 2016 to allow time for a re-bid. The pricing submitted by Prosperity Service, LLC was reviewed by Amy Spray of RESU for approval. Amy Spray approved an award to Prosperity Service, LLC. Therefore, I am proceeding with the award as approved.

Division of Facilities Management,

Design and Construction

COST EVALUATION

Contract Specialist: Amber Willis

Bid Number: JLCJ0216 **Bid Name: Janitorial Services - Crystal City** **Evaluation Date: 03/29/2016**

Missouri Cleaning Service, Inc.		**Original Contract Period**		**1st Renewal Period**		**2nd Renewal Period**		**3rd Renewal Period**	
Line Item	Qty	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost
001	4,776	$0.089	$5,100.77	$0.089	$5,100.77	$0.089	$5,100.77	$0.092	$5,272.70
002	5	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
003	5	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
004	50	$0.23	$11.50	$0.23	$11.50	$0.23	$11.50	$0.23	$11.50
005	50	$0.15	$7.50	$0.15	$7.50	$0.15	$7.50	$0.15	$7.50
006	1	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
007	1	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
008	250	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
009	250	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
010	250	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
011	1	$25.00	$25.00	$25.00	$25.00	$26.00	$26.00	$27.00	$27.00
012	1	$25.00	$25.00	$25.00	$25.00	$26.00	$26.00	$27.00	$27.00
013	2	$16.00	$32.00	$16.00	$32.00	$16.00	$32.00	$16.00	$32.00
		TOTAL	$5,201.77	TOTAL	$5,201.77	TOTAL	$5,203.77	TOTAL	$5,377.70

Grand Total Cost

Blind & Sheltered Workshop

SDVE

Total Cost Points