

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

## NOTICE OF AWARD

<b>CONTRACT NUMBER</b> JLLM0716	<b>LEASE NUMBER</b> 06602062	<b>FACILITY ADDRESS</b> 101 Crossings West, Suite 103, Lake Ozark (Miller County), MO	
<b>CONTRACT TITLE</b> Janitorial Services – Lake Ozark		<b>CONTRACT PERIOD</b> October 1, 2015 through September 30, 2016	
<b>VENDOR NUMBER</b> 3005988740 0		<b>Site Information:</b> Number of Days per Week 5 Number of Square Feet – 2,100 Price per Square Foot .13 Monthly Amount: \$273.00	
<b>VENDOR NAME AND ADDRESS</b> Retherford Cleaning Service 1764 Hwy F, Lot 5 Mansfield, MO 65704  (417) 741-2759 <a href="mailto:lretherford2003@yahoo.com">lretherford2003@yahoo.com</a>		<b>ON-SITE CONTACT INFORMATION</b> Tena Riley (573) 964-6748 <a href="mailto:Tena.riley@doc.mo.gov">Tena.riley@doc.mo.gov</a>	
<b>ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:</b>  The bid submitted by Retherford Cleaning dated 8/18/15 in response to RFQ# JLLM0716 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> Rebecca Brinkley	<b>OA/FMDC CONTACT TITLE:</b> Section Manager	<b>OA/FMDC CONTACT INFORMATION:</b> Email: <a href="mailto:Rebecca.brinkley@oa.mo.gov">Rebecca.brinkley@oa.mo.gov</a> Phone: (573)526-4135 Fax(573) 751-7277	
<b>SIGNATURE OF OA/FMDC CONTACT:</b> 		<b>DATE:</b> 8-27-15	
<b>SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE:</b> 		<b>TITLE:</b> Section Manager	<b>DATE:</b> 8-27-15

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## BID EVALUATION MEMORANDUM

Date: August 24, 2015

Bid Number: JLLM716

Bid Title: Janitorial Services – Lake Ozark

Date Closed: 8/19/15

Contract's Unit Manager: Rebecca Brinkley *RB*

Deputy Director, Contract's Unit – Charlie Brzuchalski *CB*

Pursuant to RFQ JLLM0716 for Janitorial Services in Lake Ozark, 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.

Three bids were received in response to RFQ JLLM716. The three bidders were:

Retherford Cleaning Service  
Midstate Janitorial  
Resource Service Solutions

No "No Bids" were received in response to RFQ JLLM716.

No Late Bids were received in response to RFQ JLLM716.

All bids received in response to RFQ JLLM716 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 has several 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 Scott Janitorial. Therefore, I am proceeding with the award as approved.



Division of Facilities Management,

Design and Construction

**COST EVALUATION**

Contract Specialist: Rebecca Brinkley

Bid Number: JLLM0716

Bid Name: Lake Ozark Janitorial

Evaluation Date: 8/24/15

Midstate 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	2,100	\$0.2166	\$5,458.32	\$0.2166	\$5,458.32	\$0.2166	\$5,458.32		
002	10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
003	10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
004	200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
005	200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
006	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
007	4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
008	1000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
009	1000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
010	1000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
011	1	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00		
012	1	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00		
013	8	\$12.00	\$96.00	\$12.00	\$96.00	\$12.00	\$96.00		
		TOTAL	\$5,604.32	TOTAL	\$5,604.32	TOTAL	\$5,604.32		
Grand Total Cost								\$16,812.96	
Blind & Sheltered Workshop								0	
SDVE								0	
Total Cost Points								135.331	

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	2,100	\$0.1300	\$3,276.00	\$0.1300	\$3,276.00	\$0.1300	\$3,276.00	TOTAL CONTRACT COST
	002	10	\$0.17	\$1.70	\$0.17	\$1.70	\$0.17	\$1.70	
	003	10	\$0.17	\$1.70	\$0.17	\$1.70	\$0.17	\$1.70	
	004	200	\$0.06	\$12.00	\$0.06	\$12.00	\$0.06	\$12.00	
	005	200	\$0.75	\$150.00	\$0.75	\$150.00	\$0.75	\$150.00	
	006	1	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	
	007	4	\$0.45	\$1.80	\$0.45	\$1.80	\$0.45	\$1.80	
	008	1000	\$0.08	\$80.00	\$0.08	\$80.00	\$0.08	\$80.00	
	009	1000	\$0.075	\$75.00	\$0.075	\$75.00	\$0.075	\$75.00	
	010	1000	\$0.075	\$75.00	\$0.075	\$75.00	\$0.075	\$75.00	
	011	1	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	
	012	1	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	
	013	8	\$8.50	\$68.00	\$8.50	\$68.00	\$8.50	\$68.00	
			TOTAL	\$3,792.20	TOTAL	\$3,792.20	TOTAL	\$3,792.20	
Grand Total Cost									\$11,376.60
Blind & Sheltered Workshop									0
SDVE									0
Total Cost Points									200,000

RSS	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	2,100	\$0.1300	\$3,276.00	\$0.1300	\$3,276.00	\$0.1300	\$3,276.00	TOTAL CONTRACT COST
	002	10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	003	10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	004	200	\$0.35	\$70.00	\$0.35	\$70.00	\$0.35	\$70.00	
	005	200	\$0.14	\$28.00	\$0.14	\$28.00	\$0.14	\$28.00	
	006	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	007	4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	008	1000	\$0.12	\$120.00	\$0.12	\$120.00	\$0.12	\$120.00	
	009	1000	\$0.10	\$100.00	\$0.10	\$100.00	\$0.10	\$100.00	
	010	1000	\$0.05	\$50.00	\$0.05	\$50.00	\$0.05	\$50.00	
	011	1	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	
	012	1	\$25.65	\$25.65	\$25.65	\$25.65	\$25.65	\$25.65	
	013	8	\$12.50	\$100.00	\$12.50	\$100.00	\$12.50	\$100.00	
		TOTAL		\$3,794.65	TOTAL	\$3,794.65	TOTAL	\$3,794.65	
Grand Total Cost									\$11,383.95
Blind & Sheltered Workshop									0
SDVE									0
Total Cost Points									199,871