

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

CONTRACT NUMBER JLPB170021	LEASE NUMBER 01201167	FACILITY ADDRESS 2155 North Westwood Blvd, Poplar Bluff (Butler County), MO 63901	
CONTRACT TITLE Janitorial Services – Poplar Bluff, Missouri		CONTRACT PERIOD December 1, 2016 through November 30, 2017	
VENDOR NUMBER 4312568790-0 MB00094350		SITE INFORMATION Number of Days per Week: 5 Number of Square Feet: 11,620 Price per Square Foot: \$.094 Monthly Amount: \$1,092.28	
VENDOR NAME AND ADDRESS Elite Janitorial Maintenance Supply 9710 Lackland Road B St. Louis, MO 63114 Phone: 314-423-8432 Email: elitejanitorial@hotmail.com		ON-SITE CONTACT INFORMATION Name: Rebeca Pacheco Phone: 573-840-9703 Email: Rebeca.Pacheco@dnr.mo.gov	
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS: The bid submitted by Elite Janitorial Maintenance Supply dated 9/30/2016 in response to RFQ# JLPB170021 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: Amber Willis	OA/FMDC CONTACT TITLE: Contract Specialist II	OA/FMDC CONTACT INFORMATION: Email: Amber.Willis@oa.mo.gov Phone: (573) 526-3421 Fax: (573) 751-7277	
SIGNATURE OF OA/FMDC CONTACT: 		DATE: 10/06/2016	
SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE: 		TITLE: Section Manager	DATE: 10-6-16



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BID EVALUATION MEMORANDUM

Date: October 6, 2016

Bid Number: JLPB170021

Bid Title: Janitorial Services – Poplar Bluff

Date Closed: 10/05/2016

Contract Specialist: Amber Willis *adw*

Contract's Unit Manager: Rebecca Brinkley *RB*

Pursuant to RFQ JLPB170021 for Janitorial Services in Poplar Bluff, 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.

One (1) bid was received in response to RFQ JLPB170021. The bidder was:

1) Elite Janitorial Maintenance

No "No Bids" were received in response to RFQ JLPB170021.

No Late Bids were received in response to RFQ JLPB170021.

All bids received in response to RFQ JLPB170021 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 Elite Janitorial Maintenance Supply has been determined to be responsive to the mandatory requirements of the RFQ, and is the lowest responsible and reliable bidder. Elite Janitorial Maintenance has several contracts with the State of Missouri. The results of the cost evaluation were forwarded to Amy Spray of Real Estate Services Unit for review to approve an award to Elite Janitorial Maintenance. Real Estate Services approved the award to Elite Janitorial Maintenance. Therefore, I am proceeding with the award as approved.



Division of Facilities Management

Design and Construction

COST EVALUATION

Contract Specialist: Amber Willis

Elite Janitorial		Original Contract Period		1st Renewal Period		2nd Renewal Period	
Line Item	Qty	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost
001	11,620	\$0.094	\$13,107.36	\$0.094	\$13,107.36	\$0.094	\$13,107.36
002	5	\$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
004	50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
005	50	\$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	1	\$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
009	250	\$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
011	1	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
012	1	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00
013	2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		TOTAL	\$13,170.36	TOTAL	\$13,170.36	TOTAL	\$13,170.36
				Grand Total Cost		\$39,511.08	
				Blind & Sheltered Workshop		0	
				SDVE		0	
				Total Cost Points		200	
				TOTAL		CONTRACT COST	