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BID EVALUATION MEMORANDUM

Date: July 31, 2015

Bid Number: RFQ JLRC0716

Bid Title: Janitorial Services - Raymore

Date Closed: July 29, 2015

Contract's Section Manager: Rebecca Brinkley *RB*

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

Pursuant to RFQ JLRC0716 for Janitorial Services for 223 Municipal Court, Raymore (Cass County), 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 (3) were received in response to RFQ JLRC0716. Those bidders are:

1. RK Janitorial Services
2. Resource Service Solutions
3. City Wide Maintenance

No "No Bids" were received in response to RFQ JLRC0716.

No Late Bids were received in response to RFQ JLRC0716.

All bids received in response to RFQ JLRC0716 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 pricing from City Wide was included in the cost evaluation at the maximum potential liability to the State of Missouri in accordance with section 8c of the Terms and Conditions. However,

pursuant to 5a (3) of the Terms and Conditions, All bids must be priced as required. The bid submitted by City Wide Maintenance failed to provide pricing as required in Paragraph 4.2 which states:

Supplemental Service: The bidder shall state a firm, fixed price for the original contract period and a maximum price for each potential renewal period for each of the following Supplemental Services provided in accordance with the provisions and requirements specified herein. In the event the bidder does not provide pricing on one or more of the line items below for supplemental services, it shall be interpreted and enforced as no charge (\$0) to the State of Missouri. All costs associated with providing the Supplemental Services shall be included in the stated prices.

The pricing submitted by City Wide included minimum pricing on Line Items 002, 003 and 007. In addition, the pricing included minimum quantities on Line Item 006. Since City Wide did not provide pricing in accordance with the requirements of the RFQ, the bid from City Wide is not responsive, and will not be considered for an award.

The bid from RSS has been determined to be responsive to the mandatory requirements of the RFQ, and is the lowest responsible and reliable bidder. RSS 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 toward an award to Resource Service Solutions, LLC. Real Estate Services approved the award to Resource Service Solutions, LLC. Therefore, I am proceeding with the award as approved.



Division of Facilities Management,
Design and Construction
 COST EVALUATION
 Contract Specialist: Rebecca Brinkley

Bid Number: JLR0716		Bid Name: Raymore Janitorial		Evaluation Date: July 29, 2015			
RK Janitorial Line Item	Qty	Original Contract Period		1st Renewal Period		2nd Renewal Period	
		Price	Extended Cost	Price	Extended Cost	Price	Extended Cost
001	6302	\$0.2380	\$17,998.51	\$0.2380	\$17,998.51	\$0.2380	\$17,998.51
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	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
012	1	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
013	8	\$8.00	\$64.00	\$8.00	\$64.00	\$8.00	\$64.00
		TOTAL	\$18,108.51	TOTAL	\$18,108.51	TOTAL	\$18,108.51
				Grand Total Cost			
				Blind & Sheltered Workshop			
				SDVE			
				Total Cost Points		121	
				TOTAL		CONTRACT COST	
				Grand Total Cost		\$54,325.54	
				Grand Total Cost		\$54,325.54	
				Blind & Sheltered Workshop		0	
				SDVE		0	
				Total Cost Points		121	

City Wide Line Item	Qty	Original Contract Period		1st Renewal Period		2nd Renewal Period	
		Price	Extended Cost	Price	Extended Cost	Price	Extended Cost
001	6302	\$0.1240	\$9,377.38	\$0.1280	\$9,679.87	\$0.1310	\$9,906.74
002	10	\$10.50	\$105.00	\$10.50	\$105.00	\$10.50	\$105.00
003	10	\$10.50	\$105.00	\$10.50	\$105.00	\$10.50	\$105.00
004	200	\$0.3390	\$67.80	\$0.3390	\$67.80	\$0.3390	\$67.80
005	200	\$0.14	\$28.00	\$0.14	\$28.00	\$0.14	\$28.00
006	1	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
007	4	\$31.25	\$125.00	\$31.25	\$125.00	\$31.25	\$125.00
008	1000	\$0.13	\$130.00	\$0.13	\$130.00	\$0.13	\$130.00
009	1000	\$0.13	\$130.00	\$0.13	\$130.00	\$0.13	\$130.00
010	1000	\$0.13	\$130.00	\$0.13	\$130.00	\$0.13	\$130.00
011	1	\$41.25	\$41.25	\$41.25	\$41.25	\$41.25	\$41.25
012	1	\$36.07	\$36.07	\$36.07	\$36.07	\$36.07	\$36.07
013	8	\$22.00	\$176.00	\$22.00	\$176.00	\$22.00	\$176.00
		TOTAL	\$10,651.50	TOTAL	\$10,953.99	TOTAL	\$11,180.86
							TOTAL
							CONTRACT COST
							\$32,786.35
							Grand Total Cost
							\$32,786.35
							Blind & Sheltered Workshop
							SDVE
							0
							Total Cost Points
							200