

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
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NOTICE OF AWARD

CONTRACT NUMBER JLSC0616	LEASE NUMBER 02800881, 02802504	FACILITY ADDRESS 272 Cushing Road and 101 South First Street, Steelville (Crawford County), MO 65565	
CONTRACT TITLE Janitorial Services – Steelville, Missouri		CONTRACT PERIOD August 1, 2016 through July 31, 2017	
VENDOR NUMBER 4996076860-3 MB00102533		SITE INFORMATION Number of Days per Week: 5 Number of Square Feet: 8,796 Price per Square Foot: \$.0925 Monthly Amount: \$813.63	
VENDOR NAME AND ADDRESS Pat Schwent Cleaning 305 Witzke Road Cuba, MO 65453 Phone: 573-259-0567 Email: schwentgo2@gmail.com		ON-SITE CONTACT INFORMATION Name: Barb Cibulka (DSS) and Karen Santhuff (DOC) Phone: 573-775-2146 (Barb), 573-775-3311 (Karen) Email: Barbara.E.Cibulka@dss.mo.gov Karen.Santhuff@doc.mo.gov	
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS: The bid submitted by Pat Schwent dated 6/21/2016 in response to RFQ# JLSC0616 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: 7/1/2016	
SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE: 		TITLE: Section Manager	DATE: 7-1-16

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BID EVALUATION MEMORANDUM

Date: July 1, 2016

Bid Number: JLSC0616

Bid Title: Janitorial Services - Steelville

Date Closed: 6/23/2016

Contract Specialist: Amber Willis *adw*

Contract's Unit Manager: Rebecca Brinkley *RB*

Pursuant to RFQ JLSC0616 for Janitorial Services in Steelville, 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.

Two (2) bids were received in response to RFQ JLSC0616. The bidders were:

Pat Schwent
Midstate Janitorial

No "No Bids" were received in response to RFQ JLSC0616.

No Late Bids were received in response to RFQ JLSC0616.

All bids received in response to RFQ JLSC0616 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 Pat Schwent has been determined to be responsive to the mandatory requirements of the RFQ, and is the lowest responsible and reliable bidder. Pat Schwent does not have any contracts with the State of Missouri and no previous experience as a contractor. However, Pat Schwent is employed by the current contractor at this location. The results of the cost evaluation were forwarded to Amy Spray of Real Estate Services Unit for review to approve an award to Pat Schwent. Real Estate Services approved the award to Pat Schwent. Therefore, I am proceeding with the award as approved.



Division of Facilities Management,
Design and Construction
 COST EVALUATION
 Contract Specialist: Amber Willis

Bid Number: JLSC0616		Bid Name: Janitorial Services - Steelville												Evaluation Date: 06/23/2016	
Midstate Janitorial Line Item	Qty	Original Contract Period		1st Renewal Period		2nd Renewal Period		3rd Renewal Period		TOTAL		TOTAL CONTRACT COST			
		Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost		
001	8,796	\$0.095	\$10,027.44	\$0.095	\$10,027.44	\$0.095	\$10,027.44	\$0.095	\$10,027.44	\$0.095	\$10,027.44	\$0.095	\$10,027.44		
002	5	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00		
004	50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$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	\$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	\$0.00	\$0.00	\$0.00	\$0.00		
011	1	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$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	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00		
013	2	\$10.00	\$20.00	\$10.00	\$20.00	\$10.00	\$20.00	\$10.00	\$20.00	\$10.00	\$20.00	\$10.00	\$20.00		
		TOTAL	\$10,097.44	TOTAL	\$10,097.44	TOTAL	\$10,097.44	TOTAL	\$10,097.44	TOTAL	\$10,097.44	TOTAL	\$10,097.44		
												Grand Total Cost	\$	40,389.76	
												Blind & Sheltered Workshop		0	
												SDVE		0	
												Total Cost Points		196	

