

Eric Greitens  
Governor



Catherine F. Brown  
Director

Sarah Steelman  
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  
INTERNET: <http://www.oa.mo.gov/fmdc>  
E-MAIL: [fmcdmail@oa.mo.gov](mailto:fmcdmail@oa.mo.gov)

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

## NOTICE OF AWARD

<b>CONTRACT NUMBER</b> JLSG170048		<b>CONTRACT TITLE</b> Janitorial Services – Springfield			<b>CONTRACT PERIOD</b> March 1, 2017 through February 28, 2018	
<b>VENDOR NAME AND ADDRESS:</b>  Retherford Cleaning Service 1764 Highway F Lot 5 Mansfield, MO 65704			<b>VENDOR NUMBER:</b> 3005988740-0/MB00089568			
			<b>VENDOR CONTACT:</b> Lawrence Retherford Phone: 417-741-2759 Email: <a href="mailto:Lretherford2003@yahoo.com">Lretherford2003@yahoo.com</a>			
<b>ADDRESS</b>	<b>LEASE #</b>	<b>DAYS Per WK</b>	<b>SQ FEET</b>	<b>PRICE Per Occurrence</b>	<b>MONTHLY AMOUNT</b>	<b>CONTACT</b>
914 & 918 South Jefferson	03900528 & 03901141	-	-	\$640.00	-	Kim Abbott 417-895-6830
1631 West Bennett	03901058	-	-	\$750.00	-	Ryan Magers 417-895-6240
<b>ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:</b>						
The bid submitted by Retherford Cleaning Service dated 1/19/2017 in response to RFQ# JLSG170044 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>  Amber Willis		<b>OA/FMDC CONTACT TITLE:</b>  Contract Specialist II		<b>OA/FMDC CONTACT INFORMATION:</b> Email: <a href="mailto:Amber.Willis@oa.mo.gov">Amber.Willis@oa.mo.gov</a> Phone: (573) 526-3421 Fax: (573) 751-7277		
<b>SIGNATURE OF OA/FMDC CONTACT:</b> 				<b>DATE:</b> 2/6/2017		
<b>SIGNATURE OF OA/FMDC AUTHORIZED REPRESENTATIVE:</b> 				<b>TITLE:</b> Section Manager		<b>DATE:</b> 2-7-17

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  
INTERNET: <http://www.oa.mo.gov/fmdc>  
E-MAIL: [FMDC.RealEstate@oa.mo.gov](mailto:FMDC.RealEstate@oa.mo.gov)

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

## BID EVALUATION MEMORANDUM

Date: February 6, 2017

Bid Number: JLSG170048

Bid Title: Janitorial Services - Springfield

Date Closed: 1/19/2017

Contract Specialist: Amber Willis *adw*

Contract's Unit Manager: Rebecca Brinkley *RB*

Pursuant to RFQ JLSG170048 for Janitorial Services in Springfield, 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 JLSG170048. The bidder was:

1) Retherford Cleaning Service

No "No Bids" were received in response to RFQ JLSG170048.

No Late Bids were received in response to RFQ JLSG170048.

All bids received in response to RFQ JLSG170048 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. 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 Retherford Cleaning Service. Therefore, I am proceeding with the award as approved.



Division of Facilities Management

Design and Construction

COST EVALUATION

Contract Specialist: Amber Willis

Bid Number: J1SG170048

Bid Name: Janitorial Services - Springfield

Evaluation Date: 1/20/2017

Retherford		Original Contract Period		1st Renewal Period		2nd Renewal Period		3rd Renewal Period		Total Contract Cost
Line Item	Qty	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	Price	Extended Cost	
001	2	\$640.00	\$1,280.00	\$665.00	\$1,330.00	\$690.00	\$1,380.00	\$715.00	\$1,430.00	
002	2	\$750.00	\$1,500.00	\$775.00	\$1,550.00	\$800.00	\$1,600.00	\$825.00	\$1,650.00	
003	1	\$200.00	\$200.00	\$225.00	\$225.00	\$245.00	\$245.00	\$265.00	\$265.00	
004	1	\$440.00	\$440.00	\$440.00	\$440.00	\$445.00	\$445.00	\$450.00	\$450.00	
005	1	\$700.00	\$700.00	\$725.00	\$725.00	\$800.00	\$800.00	\$825.00	\$825.00	
006	1	\$50.00	\$50.00	\$50.00	\$50.00	\$75.00	\$75.00	\$75.00	\$75.00	
<b>TOTAL</b>			\$4,170.00	<b>TOTAL</b>	\$4,320.00	<b>TOTAL</b>	\$4,545.00	<b>TOTAL</b>	\$4,695.00	
Grand Total Cost										\$13,035.00
Blind & Shattered Workshop										0
SDVE										0
Total Cost Points										200