

CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Municipal Clerk - Court

AGENDA DATE: January 26, 2010

CONTACT PERSON NAME AND PHONE NUMBER: Lilia Worrell, 546-2955
Terrence Freiburg, Purchasing Mgr.,
541-4313

DISTRICT(S) AFFECTED: ALL

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Approve award of Bid 2010-079- Janitorial services for the Municipal Courts to Total Cleaning Services, Inc. Total Estimated Award \$33,799.56 /Year. Total Estimated award for three years \$ 101,398.68. This is a best value based on points calculated by Purchasing and Court rating committee.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This award will provide janitorial services for the Municipal Court at 810 E Overland.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

There have been prior contracts to provide these services.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

\$33,799.56 / year will be provided by Dept 11010011, Fund 01101 A ccount 502206

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager.

PROJECT FORM

DATE: January 13, 2010

PROJECT: Janitorial Services – Municipal Court
SOLICITATION NO: 2010-079
DEPARTMENT: Municipal Court
BUDGET NO: 11010011-01101-502206
FUNDING SOURCE: General Funds
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: Total Cleaning Services
El Paso, Texas
Item: All
Amount: \$33,799.56 estimated annual expenditures

Municipal Court and Financial Services Departments recommend award to the Bidders offering the best value to the City.

This is a thirty-six (36) month requirements type contract for Janitorial Services for the Municipal Court. Total Cleaning Services offers the City the option to extend the term of the contract at the same unit price for an additional two (2) year period from the date of award. A 2% 10N30 payment discount is offered.

BIDS SOLICITED- 57 (52 local)
BIDS RECEIVED- 12
"NO BID" RECEIVED 0

TOTAL RECOMMENDED AWARD: \$101,398.68
Estimated Total 3 yr Expenditures

COUNCIL APPROVED [] REJECTED [] MUNICIPAL CLERK _____

APPROVED: [Signature]
Terrence Freiburg
Purchasing Manager
Financial Services, Purchasing Division

COUNCIL MEETING DATE: January 26, 2010

cc: Bid File

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUNICIPAL COURT
BID DATE: DECEMBER 2, 2009

BID # 2010-079
DEPARTMENT: MUNICIPAL COURT

		A-ONE JANITORIAL EL PASO, TX		AMN INTERNATIONAL INC. EL PASO, TX		CAREFREE JANITORIAL SERVICES EL PASO, TX		F & M PLACEMENT SERVICES, LLC. ANTHONY, NM	
ITEM NO.	LOCATION	MONTHLY AMOUNT	ESTIMATED ANNUAL AMOUNT (MONTHLY AMOUNT X MONTHS)	MONTHLY AMOUNT	ESTIMATED ANNUAL AMOUNT (MONTHLY AMOUNT X MONTHS)	MONTHLY AMOUNT	ESTIMATED ANNUAL AMOUNT (MONTHLY AMOUNT X MONTHS)	MONTHLY AMOUNT	ESTIMATED ANNUAL AMOUNT (MONTHLY AMOUNT X MONTHS)
C	MUNICIPAL COURT	\$2,981.06 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$35,772.72	\$4,658.85 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$55,906.20	\$2,892.75 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$34,713.00	\$3,425.65 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$41,107.80 <small>(BIDDER'S EST. ANN. AMT.: \$41,107.50)</small>
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>NO OPTION OFFERED</p>		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		<p style="text-align: center;">NONE STATED</p> <input type="checkbox"/> <input type="checkbox"/>		<input checked="" type="checkbox"/> <input type="checkbox"/>	

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: *Denise Brady*
 DATE: 12/10/09

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUNICIPAL COURT

BID # 2010-079

BID DATE: DECEMBER 2, 2009

DEPARTMENT: MUNICIPAL COURT

	A-ONE JANITORIAL EL PASO, TX	AMN INTERNATIONAL INC. EL PASO, TX	CAREFREE JANITORIAL SERVICES EL PASO, TX	F & M PLACEMENT SERVICES, LLC. ANTHONY, NM
PAYMENT TERMS:	2% - 10 DAYS	NONE STATED	1.5% - 10 DAYS	NET - 30 DAYS
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: DB

DATE: 12/10/09

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUNICIPAL COURT		BID # 2010-079							
BID DATE: DECEMBER 2, 2009		DEPARTMENT: MUNICIPAL COURT							
		K CLEAN JANITORIAL EL PASO, TX		LUCY'S CLEANING SERVICES EL PASO, TX		MAHEIR JANITORIAL SERVICE EL PASO, TX		MCALPINE JANITORIAL SERVICES EL PASO, TX	
ITEM NO.	LOCATION	MONTHLY AMOUNT	ESTIMATED ANNUAL AMOUNT (MONTHLY AMOUNT X MONTHS)						
C	MUNICIPAL COURT	\$4,241.69 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$50,900.28	\$2,892.75 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$34,713.00	\$2,786.17 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$33,434.04	\$7,612.50 <small>(INPUT MONTHLY RATE FROM SECTION B, PAGE 6)</small>	\$91,350.00
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>NO OPTION OFFERED</p>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: DB

DATE: 12/10/09

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUNICIPAL COURT

BID # 2010-079

BID DATE: DECEMBER 2, 2009

DEPARTMENT: MUNICIPAL COURT

	K CLEAN JANITORIAL EL PASO, TX	LUCY'S CLEANING SERVICES EL PASO, TX	MAHEIR JANITORIAL SERVICE EL PASO, TX	MCALPINE JANITORIAL SERVICES EL PASO, TX
PAYMENT TERMS:	2% - 10 DAYS	2% - 10 DAYS	2% - 10 DAYS	NET - 30 DAYS
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: *OB*

DATE: 12/10/09

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUNICIPAL COURT

BID # 2010-079

BID DATE: DECEMBER 2, 2009

DEPARTMENT: MUNICIPAL COURT

	RETAIL CLEAN MANAGEMENT SYSTEMS SAN ANTONIO, TX	STAR-CLEAN MAINTENANCE EL PASO, TX	THE EAGLE JANITORIAL SVS. EL PASO, TX	TOTAL CLEANING SERVICES EL PASO, TX
PAYMENT TERMS:	1% - 10 DAYS	NET - 30 DAYS	3% - 20 DAYS	2% - 10 DAYS
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
BIDS SOLICITED: 57	BIDS RECEIVED: 12	BIDS LOCAL: 52		NO BIDS: 0

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 12/10/09

MONARCH BUILDING SERVICES
1001 PENDALE RD.
EL PASO, TX 79907

C & L JANITORIAL SERVICES
ATTN: CESAR PEREZ
1207 N. GRAMA STREET
EL PASO, TX 79903

MILITARY CLEANING TEAM
ATTN: ROSALINDA /JESUS
RODRIGUEZ
2804 BYRON
EL PASO, TX 79930

THE EAGLE JANITORIAL SERVICES
ATTN: FRANK CORRAL
2919 AURORA AVENUE
EL PASO, TX 79930

S.A.N.A. PROFESSIONAL
CLEANING SERVICE
4922 HONDO PASS SUITE B
EL PASO, TX 79924

STAR-CLEAN
ATTN: ARTURO RUBIO
8120 ROGERS
EL PASO, TX 79907

MAHEIR JANITORIAL SERVICES
ATTN: HECTOR RODRIGUEZ
12156 YVONNE RICHARDSON
AVENUE
EL PASO, TX 79936

J B JANITORIAL SERVICES
ATTN: JORGE TELLEZ JR.
3120 GATEWAY EAST
EL PASO, TX 79905

*Not Delivered
to Addressee*

S & R JANITORIAL SERVICE
707 URANIO PL.
EL PASO, TX 79928

ADEFTO BUILDING & GROUND SVS.
ATTN: E J OVERTON
7740 MUSTANG AVENUE
EL PASO, TX 79915

CAREFREE JANITORIAL
ATTN: CARMEN RUBIO
12264 CHISHOLM PASS DRIVE
EL PASO, TX 79936

ATTN: CYNTHIA CHAVEZ
QUEST
6601 MONTANA SUITE E
EL PASO, TX 79925

MARTINEZ JANITORIAL SERVICES
3121 TIERRA RIO ROAD
EL PASO, TX 79938-4483

AJ MAINTENANCE SERVICE
8057 BOWEN ROAD
EL PASO, TX 79915-4701

LUCY'S CLEANING SERVICES
304 GRAPHITE
EL PASO, TX 79932

PJS OF EL PASO, INC.
2110 WYOMING AVE.
EL PASO, TX 79903

ART'S JANITORIAL
774 ELIGIO DR.
EL PASO, TEXAS 79927

EXCELLENT JANITORIAL SERVICES
ATTN: DWAIN WILLIAMS
5004 GRECO CT
EL PASO, TX 79924-2221

P & S JANITORIAL SERVICES
ATTN: VIRGINIA SANCHEZ
12158 VALLEY QUAIL
EL PASO, TX 79936

TOTAL CLEANING SERVICES
ATTN: RAUL TORRES
12705 TUSCAN HILLS
EL PASO, TX 79938

MIGHTY CLEAN
11572 BOB MITCHELL DR.
EL PASO, TX 79936

GLOBAL CLEAN
ATTN: JORGE GONZALEZ
3737 N MESA SUITE D1 PMB 105
EL PASO, TX 79902

PROFESSIONAL JANITORIAL SVCS
ATTN: MARISELA VELEZ
2110 WYOMING AVENUE
EL PASO, TX 79903

EXECUTIVE MAINTENANCE
ATTN: LUIS HERNANDEZ
4305 LOMA DE ORO
EL PASO, TX 79934

CMC & MAINTENANCE, INC.
ATTN: LARRY MEYER
4 UNION STREET SUITE 1
BANGOR, ME 04401

Y & C JANITORIAL SERVICES
3021 E. MISSOURI
EL PASO, TX 79903

CCBS BUILDING SERVICE
ATTN: CLEOLA SWEED
6940 VILLA HERMOSA DRIVE
EL PASO, TEXAS 79912

PM JANITORIAL SERVICES
10413 VALLE FERTIL
SOCORRO, TX 79927

ATTN: REZ LINEN
PROFESSIONAL BUILDING
MAINTENANCE SERVICES
4312 LOMA ALEGRE
EL PASO, TX 79934

TRDI INCORPORATED
ATTN: CLARA IVETEE GARAY
11450 ROJAS DR. STE D12
EL PASO, TX 79936-6995

MODERN ENTERPRISES
ATTN: LETICIA HERNANDEZ
10209 SUGARBERRY DR.
EL PASO, TX 79925

UNIQUE JANITORIAL SERVICES INC
6617 TARASCAS DRIVE
EL PASO, TX 79912

A-ONE JANITORIAL
6303 AIRPORT RD.
EL PASO, TX 79925-2029

TEXAS-UBS, INC.
15700 EXPORT PLAZA DR. #G
HOUSTON, TX 77032

WESTERN JANITORIAL SERVICE INC.
2124 MONTANA
EL PASO, TX 79903

ATTN: JUAN MANUEL SOTELO
SOTELO JANITORIAL SERVICES
5665 BETHVIEW
EL PASO, TX 79932

CLEANRITE JANITORIAL
ATTN: RICHARD D. NAJERA
9155 DYER B-80 #289
EL PASO, TEXAS 79924

GOODWILL INDUSTRIES
ATTN: RUBEN ANAYA
7015 ALAMEDA AVE.
EL PASO, TX 79915

LOPEZ JANITORIAL
3324 RIVERA
EL PASO, TX 79905

SPARKLE PROFESSIONAL
JANITORIAL SERVICE
3901 FLAMINGO
EL PASO, TX 79902

NATIONAL JANITORIAL SERVICE &
SUPPLY
1122 TEXAS AVE.
EL PASO, TX 79901

SUN CITY CLEANING
4421 TITANIC AVE.
EL PASO, TX 79904

AALCON JANITORIAL SERVICES
2613 WHEELING AVE.
EL PASO, TX 79930

ABM JANITORIAL SERVICES
5959 GATEWAY BLVD. W
EL PASO, TX 79925

ACME WESTERN JANITORIAL
SERVICES INC.
2124 MONTANA AVE.
EL PASO, TX 79903

ASEO INC.
7235 N. LOOP DR.
EL PASO, TX 79915

PSH PROFESSIONAL CLEANING
SERVICES
11415 ED MERRINS
EL PASO, TX 79936

MAGIC BRITE JANITORIAL
21-A.N. MOJAVE RD.
LAS VEGAS, NV 89101

D & D PROFESSIONAL SERVICES
9908 BERMUDA AVE.
EL PASO, TX 79925

DOUBLE A. ENTERPRISES 2920 LAKE
MICHIGAN
EL PASO, TX 79936

DJ'S JANITORIAL SERVICES
P.O. BOX 370305
EL PASO, TX 79937-0305

G AND L JANITORIAL SERVICE
2036 THUNDER RIDGE DR.
EL PASO, TX 79903

JO CARES JANITORIAL & MAID
SERVICES
1833 PUEBLO NUEVO CIR.
EL PASO, TX 79936

KUNTUM SERVICE COMPANY
2110 WYOMING
EL PASO, TX 79903

L & J CLEANING SERVICE 2904 SAN
DIEGO
P.O. BOX 3461
EL PASO, TX 79930

S.A.C.S. CUSTODIAL SERVICES
ATTN: VINCE SALAS
219 EDGEWOOD
SUNLAND PARK, NM 88063

BEST SUN CITY PROFESSIONAL
JANITORIAL SERVICE
ATTN: ANDY MENDOZA
7616 COROZAL DRIVE
EL PASO, TX 79915
*11/18/09
plus added*