

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

DEPARTMENT: GENERAL SERVICES

AGENDA DATE: TBD by Financial Services

CONTACT PERSON/PHONE: Jeff Belles, 621-6821, Terrence Freiburg 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.

Award Contract 2007-070 for Janitorial Services at Central Regional Command and Police Department Headquarters to the Eagle Janitorial Services of El Paso, Texas, which offered the best value for this bid. Estimated annual expenditures are \$98,125.56

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?

See attached bid tabulations and score sheets. The Eagle Janitorial Services offered the best value for this bid. They have been a reliable and dependable partner with the City on past contracts.

PRIOR COUNCIL ACTION:

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

YES

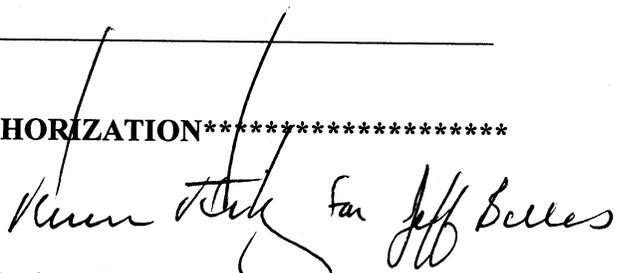
AMOUNT AND SOURCE OF FUNDING:

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?

01101 – 31010325 – 502206, General Services Department, Building Maintenance Division

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

DEPARTMENT HEAD: Jeffrey Belles, 01/24/2007,
Branch Manager, Terrence Freiburg



(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA: _____

CITY MANAGER: _____

DATE: _____

PROJECT FORM

DATE: JANUARY 31, 2007

PROJECT: JANITORIAL SERVICE-CENTRAL POLICE REGIONAL COMMAND CENTER AND POLICE HEADQUARTERS

BID NO.: 2007-070 DEPARTMENT: GENERAL SERVICES, BUILDING MAINTENANCE DIVISION

BUDGET No.: 31010325-01101-502206

FUNDING SOURCE: OPERATING ACCOUNT JANITORIAL CONTRACTS

DISTRICT(S): ALL

RECOMMENDATION:	VENDOR #1:	<u>THE EAGLE JANITORIAL SERVICES</u>
		<u>EL PASO, TX</u>
		<u>ITEM 1-2</u>
		<u>AMOUNT: \$98,125.56/YR</u>
		<u>DISCOUNT 3%-20 DAYS</u>
		<u>OPTION: 2 YEARS ONE YEAR AT A TIME</u>
		<u>TOTAL AWARD: \$294,376.68/YR</u>

Financial Services and the General Services, Building Maintenance Division recommend award to the vendors offering the Best Value Bid.

BIDS SOLICITED	<u>42</u>	BIDS LOCALS	<u>36</u>
BIDS RECEIVED	<u>07</u>		
BIDS SVCS	<u>06</u>		
"NO BIDS" RECEIVED	<u>00</u>		

CURRENT TAXES PAID _____
OUT-OF-TOWN _____

TOTAL RECOMMENDED AWARD: \$294,376.68

COUNCIL: APPROVED_ REJECTED_ CITY CLERK_

APPROVED: COUNCIL MEETING OF FEBRUARY 13, 2007

TERRENCE FREIBURG
PURCHASING MANAGER



**General Services Department
Building Maintenance Division
1059 Lafayette, Bldg. #3
Phone: 621-6848 Fax: 621-6849**

January 18, 2007

TO: Ray Heredia
Procurement Analyst

THRU : Jeffrey Belles
Director of General Services

FROM: Gabino Cortez Jr.
Custodial Services Coordinator

SUBJECT: Bid Tabulations for Central R.C.C. and PDHQ

After reviewing the bid tabulations, the Building Maintenance Division of the General Services Department is recommending Bid #2007-069 to The Eagle Janitorial company for the rate of \$2,816.19 monthly and \$33,794.28 yearly with a discount of 3% - 20 days for Central R.C.C. For PDHQ will also be to The Eagle Janitorial for the rate of \$5,360.94 monthly and \$64,331.28 yearly with a discount of 3% - 20 days. A grand total for both locations is \$98,125.56 yearly. If there are any questions, feel free to call me at 621-6848.

**BID # 2007-070
JANITORAL SERVICES - CENTRAL RCC AND PDHQ**

CRITERIA	WEIGHT BY %	CENTENNIAL ONE		GLOBAL CLEAN		MAHEIR		MARTINEZ		UBS	
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST	45		25		45		40		39		40
PAST HISTORY	15	0	0	3	9	3	9	1	3	2	6
REFERENCES	15	3	9	0	0	4	12	2	6	3	9
MISC/MEDICAL /LIA INS	10	3	6	0	0	3	6	0	0	2	4
COMPLIANCE	15	2	6	3	9	4	12	3	9	3	9
TOTAL			46		63		79		57		68

**BID # 2007-070
JANITORAL SERVICES - CENTRAL RCC AND PDHQ**

CRITERIA	WEIGHT BY %	EAGLE		TOTAL							
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST	45		42		39						
PAST HISTORY	15	5	15	5	15						
REFERENCES	15	4	12	4	12						
MISC/MEDICAL /LIA INS	10	4	8	4	8						
COMPLIANCE	15	4	12	4	12						
TOTAL			89		86						

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MISSION VALLEY POLICE REGIONAL COMMAND CENTER AND NORTHEAST			BID # 2007-070	
POLICE REGIONAL COMMAND CENTER/MUNICIPAL COURTS			DEPARTMENT: GENERAL SERVICES	
BID DATE: JANUARY 10, 2007				
	CENTENNIAL ONE OF WASHINGTON, INC. KALAMAZOO, MI	GLOBAL CLEAN EL PASO, TX	MAHEIR JANITORIAL SERVICE EL PASO, TX	MARTINEZ JANITORIAL SERVICE EL PASO, TX
<p>THE CITY AT ITS SOLE DISCRETION I. EXERCISE ANY OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT, AT THE SAME UNIT PRICE AND UNDER THE SAME TERMS AND CONDITIONS.</p> <p>A. TWELVE (12) MONTHS</p> <p>B. TWENTY-FOUR (24) MONTHS</p> <p>NO OPTION OFFERED</p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>	<p>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p>YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>
PAYMENT TERMS:	0.5% - 10 DAYS NET - 30 DAYS	2% - 10 DAYS	2% - 30 DAYS	3% - 10 DAYS

FORMULA: HOURLY RATE X HOURS/WEEK X 4.35 WEEKS = MONTHLY RATE X 12 MONTHS = ANNUAL.
NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - CENTRAL POLICE REGIONAL COMMAND CENTER AND POLICE HEADQUARTERS BID # 2007-070									
BID DATE: JANUARY 10, 2007									
DEPARTMENT: GENERAL SERVICES									
		TEXAS - UBS, INC. HOUSTON, TX		THE EAGLE JANITORIAL SVS. EL PASO, TX		TOTAL CLEANING SERVICES EL PASO, TX			
ITEM	DESCRIPTION	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL	MONTH	ANNUAL
1.	JANITORIAL SERVICES - CENTRAL POLICE REGIONAL COMMAND CENTER TOTAL WEEKLY PORTER HOURS: <u>83</u>	\$2,981.63	\$35,779.56	\$2,816.19	\$33,794.28	\$3,068.93	\$36,827.16		
2.	JANITORIAL SERVICES - POLICE HEADQUARTERS TOTAL WEEKLY PORTER HOURS: <u>158</u>	\$5,606.70	\$67,280.40	\$5,360.94	\$64,331.28	\$5,842.05	\$70,104.60		
TOTAL (1 - 2):		\$103,059.96		\$98,125.56		\$106,931.76			

FORMULA: HOURLY RATE X HOURS/WEEK X 4.35 WEEKS = MONTHLY RATE X 12 MONTHS = ANNUAL.
NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 1/12/07

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MISSION VALLEY POLICE REGIONAL COMMAND CENTER AND NORTHEAST			BID # 2007-070	
POLICE REGIONAL COMMAND CENTER/MUNICIPAL COURTS				
BID DATE: JANUARY 10, 2007			DEPARTMENT: GENERAL SERVICES	
	TEXAS - UBS, INC. HOUSTON, TX	THE EAGLE JANITORIAL SVS. EL PASO, TX	TOTAL CLEANING SERVICES EL PASO, TX	
THE CITY AT ITS SOLE DISCRETION M. EXERCISE ANY OPTION TO EXTEND. BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT, AT THE SAME UNIT PRICE AND UNDER THE SAME TERMS AND CONDITIONS.				
A. TWELVE (12) MONTHS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	
B. TWENTY-FOUR (24) MONTHS	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"/>	
C. NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PAYMENT TERMS:	NET - 30 DAYS	3% - 20 DAYS	3% - 30 DAYS	
BIDS SOLICITED: 42	BIDS RECEIVED: 7	BIDS LOCAL: 36	NO BIDS: 0	

FORMULA: HOURLY RATE X HOURS/WEEK X 4.35 WEEKS = MONTHLY RATE X 12 MONTHS = ANNUAL.
NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 1-12-07

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

RPM JANITORIAL SERVICES
ATTN: RUBEN VALENZUELA/PEDRO
7717 MONTANA AVENUE
EL PASO, TX 79923

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

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

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

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

TOTAL CLEANING SERVICES
ATTN: RAUL TORRES
1026 NAVARRETTE
EL PASO, TX 79907

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

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

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

B J JANITORIAL
ATTN: MANUEL SAENZ
2007 HAPPER STREET
EL PASO, TX 79903

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

CLEAN WINDOWS 'N' MORE
ATTN: ALFONSO SANDOVAL
7225 IMPERIAL RIDGE
EL PASO, TX 79912

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

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

SUPERIOR BUILDING SERVICES
ATTN: DANNETTE HEETH
15565 WRIGHT BROTHERS
ADDISON, TX 75001

ENTRUST ONE FACILITY SERVICES
ATTN: LUPE FERNANDEZ
11880 GREENVILLE AVE STE 108
DALLAS, TX 75243

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

EPCC-CONTRACT OPPORTUNITIES
CENTER
ATTN: NORMA FLORES
1359 LOMALAND ROOM 522
EL PASO, TX 79935

TRDI INCORPORATED
ATTN: CLARA IVETEE GARAY
11601 PELLICANO SUITE B-4
EL PASO, TX 79936

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

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

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

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

ATTN: HAROLD JENKINS
CTJ MAINTENANCE
3601 CONFLANS
IRVING, TX 75061

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

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

CMC & MAINTENANCE, INC.
ATTN: LARRY MEYER
4 UNION STREET SUITE 24
BANGOR, ME 04401

PM JANITORIAL SERVICES
10413 VALLE FERTIL
SOCORRO, TX 79927

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
6596 MONTANA SUITE F
EL PASO, TX 79925

ATTN: DANNY MELENDEZ
DIVERSCO INTERGRATED SERVICES
500 SOUTH MESA HILLS
EL PASO, TX 79902

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

D & G JANITORIAL
ATTN: DELLA WILLIAMS
10824 COURT STREET
EL PASO, TX 79924

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

CLEOLA SWEED
13744 PASEO CENTRAL AVENUE
HORIZON CITY, TX 79928

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

EXCELLENT JANITORIAL
SERVICES
ATTN: DWAIN WILLIAMS
8888 DYER STREET SUITE 413
EL PASO, TX 79904

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

PEREDA'S CLEANING & MAINTENANCE
ATTN: MARISA A. PEREDA
10316 COMMODORE STREET
EL PASO, TEXAS 79924

R & L BUILDING MAINTENANCE
5890 BANDOLERO DR. #2003
EL PASO, TEXAS 79912