

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

DEPARTMENT: GENERAL SERVICE, MAINTENANCE DIVISION

AGENDA DATE: AUGUST 29, 2006

CONTACT PERSON/PHONE: JEFFERY BELLES

DISTRICT(S) AFFECTED: 2, 3, & 8

**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 Bid 2006-100 Janitorial Services - El Paso Police Department Facilities, to Carefree Janitorial Services. General Services, Maintenance Division and Financial Services, Purchasing Division recommend award as indicated, Carefree Janitorial Services offered the Best Value for this service. This is a thirty-six month contract with the option to renew for one additional year. Carefree Janitorial Services offers 1%-10 Days, Prompt Payment Discount. Award \$25,560.00 Yearly. Total Award \$76,680.00.

**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?

Carefree Janitorial Services, has had City contracts, offers the best value.

**PRIOR COUNCIL ACTION:**

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

No.

**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?

31010325-01101-502206 General Services Building Maintenance Division

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**DEPARTMENT HEAD:** Jeffery Belles

(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:** \_\_\_\_\_

DATE: August 18, 2006  
TO: Municipal Clerk  
FROM: Terrence Freiburg  
Purchasing Manager, ext. 4313  
THRU: Aurora Wells  
Bid Clerk, ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **AUGUST 29, 2006**.

Discussion and action on the award of Solicitation No. 2006-100, Janitorial Services – El Paso Police Department Facilities to Carefree Janitorial Services for a total estimated award of \$76,680.00.

<u>Department:</u>	<u>General Services – Maintenance Division</u>
<u>Award to:</u>	<u>Carefree Janitorial Services</u>
	<u>El Paso, TX</u>
<u>Item(s):</u>	<u>1, 2 and 3</u>
<u>Estimated Annual Amount:</u>	<u>\$25,560.00</u>
<u>Option:</u>	<u>Option to renew for one additional year prior to the end of the contract term.</u>
<u>Account Nos.:</u>	<u>31010325-01101-502206</u>
<u>Funding Source:</u>	<u>Operating Account, Maintenance Service Contracts</u>
<u>Total Estimated Award:</u>	<u>\$76,680.00</u>
<u>District(s):</u>	<u>2, 3 and 8</u>

This is a thirty-six month contract. Carefree Janitorial Services offers 1%-10 Days, Prompt Payment Discount.

The Departments of Financial Services and General Services-Maintenance Division recommend award to the bidder offering the best value bid.

Contact person: Terrence Freiburg, Purchasing Manager at 541-4313.



**BID # 2006-100  
JANITORIAL SERVICES - POLICE FACILITIES**

CRITERIA	WEIGHT BY %	MARTINEZ JANITORIAL		OMEGA JANITORIA		P & S JANITORIAL		STAR CLEANING		TEXAS - UBS	
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST/PRICE	45		42		21		43		45		36
EXPIERENCE/QUALIFICATIONS	20	1	4	3	12	2	8	1	4	2	8
INS/PROMPT PAYMENT	20	2	8	5	20	2	8	2	8	1	4
PLAN	15	1	3	3	9	3	9	1	3	3	9
<b>TOTAL</b>			<b>57</b>		<b>62</b>		<b>68</b>		<b>60</b>		<b>57</b>

FORMULA: ITEM 1 LOW COST/COSTXPOINTS=TOTAL  
ITEM 2THRU 4: SCORE/5XPOINTS=TOTAL POINTS

**BID # 2006-100  
JANITORIAL SERVICES - POLICE FACILITIES**

CRITERIA	WEIGHT BY %	THE EAGLE JANITORIAL		TOTAL CLEANING SERVICES		WORLD TECHNICAL SERVICES		A-ONE JANITORIAL		CAREFREE JANITORIAL	
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST/PRICE	45		41		43		9		39		44
EXPIERIENCE/QUALIFI CATIONS	20	4	16	4	16	3	12	2	8	4	16
INS/PROMPT PAYMENT	20	4	16	4	16	1	4	4	16	4	16
PLAN	15	3	9	4	12	2	6	2	6	4	12
<b>TOTAL</b>			<b>82</b>		<b>87</b>		<b>31</b>		<b>69</b>		<b>88</b>

CRITERIA	WEIGHT BY %	CTJ MAINTENANCE		GLOBAL CLEAN		MAHEIR JANITORIAL		SCORE	POINTS	SCORE	POINTS
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS				
COST/PRICE	45		24		30		39				
EXPIERIENCE/QUALIFI CATIONS	20	2	8	3	12	3	12				
LIABILITY INS/PROMPT PAYMENT	20	3	12	4	16	4	16				
PLAN	15	2	6	3	9	4	12				
<b>TOTAL</b>			<b>50</b>		<b>67</b>		<b>79</b>				

FORMULA: ITEM 1 LOW COST/COSTXPOINTS=TOTAL  
ITEM 2THRU 4: SCORE/5XPOINTS=TOTAL POINTS

# CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - EL PASO POLICE DEPARTMENT FACILITIES						BID # 2006-100			
BID DATE: MARCH 1, 2006						DEPARTMENT: POLICE			
		A-ONE JANITORIAL EL PASO, TX		CAREFREE JANITORIAL SERVICES EL PASO, TX		CTJ MAINTENANCE, INC. IRVING, TX		GLOBAL CLEAN EL PASO, TX	
ITEM	DESCRIPTION	MONTHLY TOTAL	YEARLY TOTAL						
1.	JANITORIAL SERVICES POLICE JUVENILE INVESTIGATION SECTION	\$1,136.63	\$13,639.56	\$945.00	\$11,340.00	\$1,785.00	\$21,420.00	\$1,420.00	\$17,040.00
2.	JANITORIAL SERVICES POLICE PROPERTY OFFICE	\$189.44	\$2,273.28	\$240.00	\$2,880.00	\$315.00	\$3,780.00	\$260.00	\$3,120.00
3.	JANITORIAL SERVICES POLICE TRAINING ACADEMY	\$1,136.63	\$13,639.56	\$945.00	\$11,340.00	\$1,785.00	\$21,420.00	\$1,420.00	\$17,040.00
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE ORIGINAL CONTRACT, AT THE SAME UNIT PRICE, UNDER TH CONTRACT.		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"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PAYMENT TERMS:		2% - 10 DAYS		1% - 10 DAYS		1% - 10 DAYS		2.5% - 10 DAYS	

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

APPROVED BY:  \_\_\_\_\_

DATE: 3/7/06

# CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - EL PASO POLICE DEPARTMENT FACILITIES						BID # 2006-100			
BID DATE: MARCH 1, 2006						DEPARTMENT: POLICE			
		<b>MAHEIR JANITORIAL SERVICE EL PASO, TX</b>		<b>MARTINEZ JANITORIAL SERVICE EL PASO, TX</b>		<b>OMEGA JANITORIAL SERVICE EL PASO, TX</b>		<b>P &amp; S JANITORIAL SERVICES EL PASO, TX</b>	
ITEM	DESCRIPTION	MONTHLY TOTAL	YEARLY TOTAL						
1.	JANITORIAL SERVICES POLICE JUVENILE INVESTIGATION SECTION	\$1,104.15	\$13,249.80	\$1,030.95	\$12,371.40	\$2,064.00	\$24,768.00	\$1,017.90	\$12,214.80
2.	JANITORIAL SERVICES POLICE PROPERTY OFFICE	\$190.00	\$2,280.00	\$167.48	\$2,009.76	\$344.00	\$4,128.00	\$169.65	\$2,035.80
3.	JANITORIAL SERVICES POLICE TRAINING ACADEMY	\$1,104.15	\$13,249.80	\$1,030.95	\$12,371.40	\$2,064.00	\$24,768.00	\$1,017.90	\$12,214.80
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE ORIGINAL CONTRACT, AT THE SAME UNIT PRICE, UNDER TH CONTRACT.		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"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PAYMENT TERMS:		3% - 10 DAYS		1% - 20 DAYS		10% - 10 DAYS 5% - 20 DAYS 2% - 30 DAYS NET - 30 DAYS		2% - 10 DAYS	

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

APPROVED BY: 

DATE: 3/7/06

# CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - EL PASO POLICE DEPARTMENT FACILITIES						BID # 2006-100			
BID DATE: MARCH 1, 2006						DEPARTMENT: POLICE			
		STAR- CLEAN MAINTENANCE EL PASO, TX		TEXAS - UBS, INC. HOUSTON, TX		THE EAGLE JANITORIAL SVS EL PASO, TX		TOTAL CLEANING SERVICES EL PASO, TX	
ITEM	DESCRIPTION	MONTHLY TOTAL	YEARLY TOTAL						
1.	JANITORIAL SERVICES POLICE JUVENILE INVESTIGATION SECTION	\$905.00	\$10,860.00	\$1,194.86	\$14,338.32	\$1,044.00	\$12,528.00	\$990.00	\$11,880.00
2.	JANITORIAL SERVICES POLICE PROPERTY OFFICE	\$300.00	\$3,600.00	\$200.65	\$2,407.80	\$217.50	\$2,610.00	\$180.00	\$2,160.00
3.	JANITORIAL SERVICES POLICE TRAINING ACADEMY	\$905.00	\$10,860.00	\$1,194.86	\$14,338.32	\$1,044.00	\$12,528.00	\$990.00	\$11,880.00
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE ORIGINAL CONTRACT, AT THE SAME UNIT PRICE, UNDER TH CONTRACT.		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"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PAYMENT TERMS:		1% - 10 DAYS		NET - 30 DAYS		3% - 20 DAYS		2.5% - 10 DAYS	

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

APPROVED BY:  \_\_\_\_\_

DATE: 3/7/06

# CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - EL PASO POLICE DEPARTMENT FACILITIES				BID # 2006-100					
BID DATE: MARCH 1, 2006				DEPARTMENT: POLICE					
		<b>WORLD TECHNICAL SERVICES, INC. SAN ANTONIO, TX</b>							
ITEM	DESCRIPTION	MONTHLY TOTAL	YEARLY TOTAL	MONTHLY TOTAL	YEARLY TOTAL	MONTHLY TOTAL	YEARLY TOTAL	MONTHLY TOTAL	YEARLY TOTAL
1.	JANITORIAL SERVICES POLICE JUVENILE INVESTIGATION SECTION	\$4,226.56	\$50,718.72						
2.	JANITORIAL SERVICES POLICE PROPERTY OFFICE	\$1,006.08	\$12,072.96						
3.	JANITORIAL SERVICES POLICE TRAINING ACADEMY	\$4,242.56	\$50,910.72						
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE ORIGINAL CONTRACT, AT THE SAME UNIT PRICE, UNDER TH CONTRACT.		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input type="checkbox"/>	
PAYMENT TERMS:		.5% - 30 DAYS							
BIDS SOLICITED: 55				BIDS RECEIVED: 13		LOCAL BIDS: 39		NO BIDS: 0	

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

APPROVED BY: 

DATE: 3/7/06