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

DEPARTMENT: Museums and Cultural Affairs

AGENDA DATE: November 17, 2009

CONTACT PERSON NAME AND PHONE NUMBER: Sean McGlynn, MCAD Director, 541-4898
Terrence Freiburg, Purchasing Manager, 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 Best Value Solicitation 2009-244 for Janitorial Services at the El Paso Museum of Art to Eagle Janitorial Services for a total amount of $168,393.24.

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 is a three year contract to provide janitorial services at the El Paso Museum of Art.

PRIOR COUNCIL ACTION:
Has the Council previously considered this item or a closely related one?
Contract 2006-095 was awarded in May 2006.

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?
Budgeted annually in the Art Museum Administration fund
54010249-01101-54000-502206

BOARD / COMMISSION ACTION:
Enter appropriate comments or N/A
N/A

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

DEPARTMENT HEAD: _____

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

Information copy to appropriate Deputy City Manager

PROJECT FORM

DATE: November 2, 2009

PROJECT: Janitorial Services
SOLICITATION NO: 2009-244 DEPARTMENT: MCAD – Museum of Art
BUDGET NO: 54010249 -01101 - 502206
FUNDING SOURCE: Museum of Art Administration – General Fund – Janitorial Services
REPRESENTATIVE DISTRICT(S): All

****

RECOMMENDATION: Vendor: The Eagle Janitorial Services
El Paso, TX
Item(s): All
Estimated Annual Amount: $56,131.08

Award Best Value Procurement for Solicitation # 2009-244 Janitorial Services, to The Eagle Janitorial Services for a total amount of $168,393.24, as per the recommendation of the Review Committee. Eagle Janitorial Services has provided the Best Value and meets the Best Value Criteria. This is a thirty-six month contract. Eagle Cleaning offers an option to extend this contract for an additional two years if the option is exercised prior to the expiration of the original term of the Contract.

The vendor offered a prompt payment discount of 3%20 Days/Net 30.

The Museums & Cultural Affairs and Financial Services Departments recommend award as indicated to the Bidder offering the Best Value Bid.

BIDS SOLICITED 62 (57 local)
BIDS RECEIVED 8
"NO BID" RECEIVED 0

TOTAL RECOMMENDED AWARD: $168,393.24

****

COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK _____

****

APPROVED:

COUNCIL MEETING DATE: November 17, 2009

Terrence Freiburg
Purchasing Manager

COMMITTEE SCORE SHEET
2009-244
Janitorial Servcies - Museum of Art

		Carefree Janitorial Services El Paso, TX		F & M Placement Services, LLC Anthony, NM		Global Clean El Paso, TX		K Clean Janitorial El Paso, TX		Lucy's Cleaning Services El Paso, TX	
CRITERIA	WEIGHT BY %		POINTS		POINTS		POINTS		POINTS		POINTS
Total Price			$54,153.17		$56,670.84		$58,146.12		$64,751.86		$55,837.20
Price after Discount			$53,070.11		$56,670.84		$56,692.47		$64,751.86		$54,720.46
COST	70		70.0		65.6		65.5		57.4		67.9
Reputation & Quality of the Bidder's Service	15		7.0		0		0		0		6.0
Employee Medical Benefits and Incentives	10		6.0		0		0		0		2.0
Past Relationship & Performance with the City	5		1.3		0		0		0		1.3
TOTAL	100		84.3		65.6		65.5		57.4		77.2

COMMITTEE SCORE SHEET
2009-244
Janitorial Servcies - Museum of Art

2009-244 Janitorial Services - Museum of Art		The Eagle Janitorial Services El Paso, TX		Total Cleaning Services El Paso, TX		Texas - UBS, Inc. Houston, TX	
CRITERIA	WEIGHT BY %						
Total Price			$56,131.08		$54,073.92		$77,785.78
Price after Discount			$54,447.15		$53,533.18		$77,785.78
COST	70		68.2		69.4		47.8
Reputation & Quality of the Bidder's Service	15		12.0		11.0		0
Employee Medical Benefits and Incentives	10		10.0		6.0		0
Past Relationship & Performance with the City	5		4.0		4.0		0
TOTAL	100		94.2		90.4		47.8

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUSEUM OF ART

BID DATE: JUNE 24, 2009

BID # 2009-244

DEPARTMENT: MCAD - MUSEUM OF ART

		CAREFREE JANITORIAL SERVICES EL PASO, TX			F & M PLACEMENT SERVICES, LLC ANTHONY, NM		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
1.	JANITORIAL SERVICES - MUSEUM OF ART	$9.18	$4,312.76 (BIDDER'S YRLY TOTAL: $51,753.24)	$51,753.17	$9.65	$4,533.57	$54,402.84
2.	JANITORIAL SERVICES - MUSEUM OF ART (SPECIAL EVENTS & ADDITIONAL SERVICES AFTER 108 HOURS/WEEK)	$10.00	$200.00	$2,400.00	$9.45	$189.00	$2,268.00
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.							
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT FOR:							
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.			X			☐	
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.			X			☐	
NO OPTION OFFERED			☐			X	
PAYMENT TERMS:		2%-10 DAYS			NET 30 DAYS		
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES X	NO ☐		YES X	NO ☐	

BIDS SOLICITED: BIDS RECEIVED: BIDS LOCAL: NO BIDS:

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

APPROVED BY: [signature]

DATE: 6/25/2009

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUSEUM OF ART
BID DATE: JUNE 24, 2009

BID # 2009-244
DEPARTMENT: MCAD - MUSEUM OF ART

		GLOBAL CLEAN EL PASO, TX			K CLEAN JANITORIAL EL PASO, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
1.	JANITORIAL SERVICES - MUSEUM OF ART	$9.95	$4,674.51	$56,094.12	$11.06	$5,195.99	$62,351.86
					(BIDDER'S MO. TOTAL: $5,195.81; YRLY TOTAL $62,349.77)		
2.	JANITORIAL SERVICES - MUSEUM OF ART (SPECIAL EVENTS & ADDITIONAL SERVICES AFTER 108 HOURS/WEEK)	$8.55	$171.00	$2,052.00	$10.00	$200.00	$2,400.00
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.							
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT FOR:							
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.			X			X	
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.			☐			☐	
NO OPTION OFFERED			☐			☐	
PAYMENT TERMS:		2.5% - 10 DAYS			NET 30 DAYS		
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES X	NO ☐		YES ☐	NO X	

BIDS SOLICITED: BIDS RECEIVED: BIDS LOCAL: NO BIDS:

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

APPROVED BY: RPD

DATE: 6/25/2009

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUSEUM OF ART
BID DATE: JUNE 24, 2009

BID # 2009-244
DEPARTMENT: MCAD - MUSEUM OF ART

		LUCY'S CLEANING SERVICES EL PASO, TX			TEXAS - UBS, INC. HOUSTON, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
1.	JANITORIAL SERVICES - MUSEUM OF ART	$9.50	$4,463.10	$53,557.20	$13.26	$6,229.55	$74,754.58
2.	JANITORIAL SERVICES - MUSEUM OF ART (SPECIAL EVENTS & ADDITIONAL SERVICES AFTER 108 HOURS/WEEK)	$9.50	$190.00	$2,280.00	$12.63	$252.60	$3,031.20
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.							
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT FOR:							
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.			☐			X	
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.			X			☐	
NO OPTION OFFERED			☐			☐	
PAYMENT TERMS:		2%-10 DAYS			NET 30 DAYS		
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES ☐	NO X		YES ☐	NO ☐	NO RESPONSE GIVEN

BIDS SOLICITED: BIDS RECEIVED: BIDS LOCAL: NO BIDS:

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

APPROVED BY:

DATE: 6/25/2009

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES - MUSEUM OF ART

BID # 2009-244

BID DATE: JUNE 24, 2009

DEPARTMENT: MCAD - MUSEUM OF ART

		THE EAGLE JANITORIAL SERVICES EL PASO, TX			TOTAL CLEANING SERVICES EL PASO, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL	HOURLY RATE	MONTHLY TOTAL	YEARLY TOTAL
1.	JANITORIAL SERVICES - MUSEUM OF ART	$9.55	$4,486.59	$53,839.08	$9.20	$4,322.16	$51,865.92
2.	JANITORIAL SERVICES - MUSEUM OF ART (SPECIAL EVENTS & ADDITIONAL SERVICES AFTER 108 HOURS/WEEK)	$9.55	$191.00	$2,292.00	$9.20	$184.00	$2,208.00
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.							
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE CONTRACT FOR:							
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.			☐			☐	
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.			X			X	
NO OPTION OFFERED			☐			☐	
PAYMENT TERMS:		3% - 20 DAYS			1% - 10 DAYS		
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES ☐	NO X		YES X	NO ☐	

BIDS SOLICITED: BIDS RECEIVED: BIDS LOCAL: NO BIDS:

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

APPROVED BY:

DATE: 6/25/2009

OJS SYSTEM UTF
P.O. BOX 671744
MARIETTA, CA 30006

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 1
BANGOR, ME 04401

PM JANITORIAL SERVICES
10413 VALLE FERTIL
SOCORRO, TX 79927

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

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

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

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

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

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

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

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 UTF

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

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

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

SUPERIOR CLEANING SERVICES
ATTN: DANNY ORDONEZ
4741 JOEL STREET #64
EL PASO, TX 79924 UTF

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

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

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~~ UTF
~~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

~~MARY'S QUALITY JANITORIAL~~
~~3200 MONATANA~~
~~EL PASO, TX 79903~~ UTF

~~GARY RECODER/JOEY ROCHA JR.~~
~~CLEAN SWEEP JANITORIAL~~
~~8700 CASTNER~~ UTF
~~EL PASO, TX 79907~~

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

UTF
~~BEST JANITORIAL SERVICES~~
~~14521 MONTANAN AVE, SPC 10~~
~~EL PASO, TX 79938~~

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

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

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

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

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

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

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

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

BORDER JANITORIAL SERVICES
2004 CRYSTAL RIDGE DR.
EL PASO, TX 79938
(UNABLE TO FORWARD)

CMC & MAINTENANCE, INC.
ATTN: LARRY MEYER
4 UNION STREET SUITE 24
BANGOR, ME 04401
(CHANGE OF ADDRESS)

DAVID BASS
THE LI HANDY MAN
9535 ACER AVE. APT. 214
EL PASO, TX 79925
(RTN TO SENDER)

ENTRUST ONE FACILITY SERVICES
ATTN: LUPE FERNANDEZ
11880 GREENVILLE AVE STE 108
DALLAS, TX 75243
(UNABLE TO FORWARD)

RPM JANITORIAL SERVICES
ATTN: RUBEN VALENZUELA
7717 MONTANA AVENUE
EL PASO, TX 79923
(UNABLE TO FORWARD)

PEREDA'S CLEANING & MAINTENANCE
ATTN: MARISA A. PEREDA
10316 COMMODORE STREET
EL PASO, TEXAS 79924
(UNABLE TO FORWARD)

SUPERIOR BUILDING SERVICES
15565 WRIGHT BROTHERS
ADDISION, TX 75001
(UNABLE TO FORWARD)