



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		3/25/13			
Department:		Facilities			
Department Head		Gerald Cosgrove			
Agenda Coordinator (include phone #): Michael Parrish x7554					
CAPTION					
CSP No. 2013-126-C for a one (1)-year contract with four (4) City optional one (1)-year renewals for Custodial Services at Various Locations to Oriental Business Services, Inc. in the estimated annual amount of \$1,100,268 and authorizing the City Manager or his authorized designee to execute all necessary documents.					
FINANCIAL SUMMARY					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	2012-13, 2013-14, 2014-15, 2015-16, 2016-17, 2017-18	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	1,595,706	5,042,895	6,638,601
Encumbered/Expended Amount		0	-805,362	0	-805,362
This Item		0	-458,445	-5,042,895	-5,501,340
BALANCE		0	331,899	0	331,899
FUND(s): GENERAL FUND					
<p>COMMENTS: Funds are included in the 2012-13 Facilities Services Budget for custodial services. The remaining balance of \$331,899 will be used for other contractual items. Expenses in future years (FY 2013-14 thru FY 2017-18) should be made within approved budget appropriations for that fiscal year if the City decides to renew the contract.</p> <p>STRATEGIC PLAN GOAL: Custodial services at city facilities relates to the City's Goal of Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
Staff recommends the award of CSP No. 2013-126-C to Oriental Building Services, Inc. in the estimated annual amount of \$1,100,268 be accepted as the best value for custodial services at various locations, and conditioned upon timely execution of any necessary contract documents.					
List of Supporting Documents: Award Memo, CSP Recap			Other Departments, Boards, Commissions or Agencies		



TO: Michael Parrish, Sr. Buyer

FROM: Joe Weigel
Facilities Services Supervisor

DATE: March 7, 2013

SUBJECT: **Recommendation Memo
CSP for Custodial Services at Various Locations, 2013-126-C**

The Evaluation Committee for CSP for Custodial Services at Various Locations evaluated proposals from thirteen (13) vendors. There was one (1) non-responsive vendor due to proposing the use of sub-contractors, which is prohibited in the specifications.

Award recommendation was based on the following evaluation criteria:

- Previous background and experience relevant to the CSP – 50%
- Total purchase price – 50%

After evaluating all proposals, two (2) vendors provided lower pricing; however the Evaluation Committee, which is made up of various city departments, concludes that Oriental Building Services, Inc. provided the best value that meets the specifications outlined in the CSP.

Failure to approve this award will result in degradation of sanitary conditions, appearance and aesthetics. The funding for this CSP is budgeted in Contractual - Professional Services 353-6312.



CSP No.: 2013-126-C

CSP for Custodial Services at Various Locations

CSP RECAP

Opening Date/Time: Tuesday, February 26, 2013 @ 10:00 a.m. (CST)

BidSync Number of Vendors Notified: 1908

BidSync Number of Vendors Viewed: 68

Non-Responsive Proposals Received: 1

Responses Received:

Pricing

American Facility Services, Inc.	\$1,544,340.00
AMX Premium Cleaning Services LP	\$2,565,921.30
Andrew's Building Service, Inc.	\$1,150,766.40
Crown Building Maintenance Co., Inc. d/b/a Able Building Maintenance	\$1,162,198.47
Extreme Carpet Care LLC	\$1,015,889.80
Global Building Maintenance, Inc.	\$1,200,694.00
Jani-King of Dallas	\$1,367,196.00
Member's Building Maintenance LLC	\$1,152,768.13
OJS Systems, Inc.	\$1,053,576.00
Oriental Building Services, Inc.	\$1,100,268.00
Service Master Clean	\$1,140,282.00
UBM Enterprise, Inc.	\$1,189,056.00
Varsity Contractors, Inc.	\$1,378,492.85

Recommended Vendor:

Oriental Building Services, Inc. is the recommended vendor in the estimated amount of \$1,100,268.00.

I certify that the above includes all firms contacted to bid and that replies are exactly as stated.

Michael Parrish

March 7, 2013

Michael Parrish, Sr. Buyer

Date