

**BOARD OF BIDS AND CONTRACTS OCTOBER 25, 2007**

**CUSTODIAL SERVICES FOR THE DIVISION OF INFORMATION AND OPERATIONS – FACILITIES DEPARTMENT**  
**FUNDING – BUILDING MAINTENANCE**  
 (Request for Proposal sent to forty-seven vendors)

RFP 07-0188

	Executive Management Services	GMI	M&G	MIT	Pegasus	SBM Site Services	Wilson Building Maintenance
Contract Term Costs based on <i>fixed</i> monthly pricing for the first 24 months	\$32,224.75 mo.	\$28,310.66 mo.	\$26,650.00 mo.	\$24,875.00 mo.	\$32,885.00 mo.	<b>\$30,960.00 mo.</b>	\$38,996.05 mo.
Unit pricing for special services	General Laborer regular rate - \$15.84 hr; Overtime rate - \$22.70 hr; Specialty Worker regular rate - \$18.86 hr; Overtime rate - \$26.30 hr.	\$12.72/hr.	Covered in monthly rate	Regular rate - \$16.00 hr. Overtime rate - \$37.50 hr.	\$14.45 hr.	<b>Staff straight time - \$13.20/hr. Staff overtime - \$17.16/hr. Supervisor straight time - \$17.80/hr. Supervisor overtime - \$23.14/hr.</b>	General Cleaner overtime rate - \$18.65/hr* Floor Person regular rate - \$26.60/hr* Supervisor regular rate - \$35.80/hr* *in excess of scheduled hours
Methodology for calculating Contract Cost Increases for the last 12 months	Based on actual costs increased instead of a percentage of actual costs increased.	Based on CPI, cost of supplies, equipment, wages and government mandates.	No cost increases. Above pricing firm for entire contract period.	Based on CPI performance for past several years, maximum increase of 3% possible.	Based on actual direct cost increases.	<b>Based on CPI, with increase not to exceed 3%.</b>	Costs mandated by government, additional service requirements by Client or Provider.
Acknowledge Addendums	Yes	Yes	Yes	Yes	Yes	<b>YES</b>	Yes

On the recommendation of Joe Thomas, on behalf of the Facilities Department, Jennifer Dombaugh moved to **accept the proposal from SBM Site Services to establish contract pricing for an annual cost of approximately\* \$371,520.00 and execute a 2-year contract, with a 1-year option to renew for a not to exceed 3% increase.** Anne Smarsh seconded the motion. The motion passed unanimously.

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A review committee consisting of Steve Claassen, Paul Drouhard, Ray Affleck, Facilities; Jackie Kegley, Emergency Management; Sheri Boeken, District Attorney's Office; Melinda Wilson, Court Systems Administration; Joe Thomas, Purchasing, evaluated proposals, short-listed 3 vendors (GMI, SBM Site Services, and Executive Management Services) who were interviewed and references checked. The selection criteria included: qualifications outlined by RFP, pricing, references, experience with similar size projects, methodology and approach to staffing, supervision, security issues, environmental programs, value-added services and overall quality of the proposal. The decision to choose SBM Site Services was reached unanimously.

The corporate headquarters is located in McClellan, CA and this company has a local presence that currently employs 300 people in Wichita. Current area customers include Cessna Aircraft Company and Spirit Aerosystems.

\*Approximate cost does not include any costs associated with special services, which are not part of the monthly scope of work or expense.

Notes: The current provider is Wilson Building Maintenance, the County pays \$32,112.40 per month for custodial services, SBM Site Services will be \$30,960.00. Monthly savings will be \$1,152.40, annual savings will be \$13,828.80.

M&G and MIT did not meet specification in regards to experience with a similar size project. GMI does not currently have a local presence and couldn't clearly convey to the committee the transition plan during the interview process.

Questions were asked by Bid Board members whether there were any issues regarding quality or level of service provided by Wilson Building Maintenance. The committee didn't perceive any quality or service level issues with Wilson Building Maintenance. The committee could not justify recommending Wilson Building Maintenance for the amount of increase they proposed while other respondents are just as qualified to provide services and offered a lesser cost.