

BOARD OF BIDS AND CONTRACTS OCTOBER 31, 2013

4. CUSTODIAL SERVICES - VARIOUS COUNTY DEPARTMENTS

FUNDING-VARIOUS COUNTY DEPARTMENTS

(Request for Proposal sent to 110 vendors)

RFP #13-0083 Contract

Facility	HHM Facility Management		SourceOne Management Services, Inc.		ServiceMaster Clean		UBM Enterprise, Inc.		JaniKing		Kleen-Tech		ISS		21st Century Cleaning Service		Midwest Maintenance Co., Inc.		Air Capital Building Maint. Co.	
	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly	Monthly	Yearly
1. Main Courthouse (MCH)	17,226.83	206,721.96	15,915.32	190,983.84	26,157.00	313,884.00	14,879.00	178,548.00	15,225.00	182,700.00	15,629.76	187,557.14	24,027.13	288,325.61	no bid	no bid	23,701.77	284,421.24	16,519.30	198,231.60
2. Adult Detention Facility (ADF)	1,195.43	14,345.16	1,104.41	13,252.92	2,606.00	31,272.00	995.00	11,940.00	2,193.00	26,316.00	1,074.39	12,892.66	1,667.32	20,007.85	no bid	no bid	2,464.55	29,574.60	478.85	5,746.20
3. Historic Courthouse (HCH)	2,419.73	29,036.76	2,235.51	26,826.12	4,913.00	58,956.00	2,145.00	25,740.00	4,071.50	48,858.00	2,180.99	26,171.82	3,374.91	40,498.97	no bid	no bid	4,636.15	55,633.80	2,456.86	29,482.32
4. Munger Building	906.68	10,880.16	837.65	10,051.80	1,245.00	14,940.00	824.00	9,888.00	1,606.00	19,272.00	811.00	9,732.02	1,264.59	15,175.03	no bid	no bid	1,471.26	17,655.12	956.43	11,477.16
5. Juvenile Courts	2,900.98	34,811.76	2,680.12	32,161.44	3,752.00	45,024.00	2,636.00	31,632.00	5,547.00	66,564.00	2,615.95	31,391.38	4,046.14	48,553.66	no bid	no bid	5,730.78	68,769.36	2,681.18	32,174.16
6. Juvenile DA	1,472.63	17,671.56	1,360.52	16,326.24	2,135.00	25,620.00	1,319.00	15,828.00	2,546.00	30,552.00	1,274.34	15,292.03	2,053.95	24,647.35	no bid	no bid	2,593.64	31,123.68	1,392.86	16,714.32
7. EMS Building & Animal Control	627.55	7,530.60	579.77	6,957.24	974.00	11,688.00	282.00	3,384.00	1,205.00	14,460.00	306.48	3,677.81	875.28	10,503.31	no bid	no bid	915.02	10,980.24	378.80	4,545.60
8. Radio Shop	100.00	1,200.00	71.14	853.68	295.00	3,540.00	128.00	1,536.00	559.00	6,708.00	112.95	1,355.40	107.40	1,288.75	no bid	no bid	97.72	1,172.64	51.35	616.20
9. Fleet Management Shop	100.00	1,200.00	32.01	384.12	132.00	1,584.00	126.00	1,512.00	525.00	6,300.00	107.32	1,287.79	48.33	579.94	no bid	no bid	125.11	1,501.32	25.40	304.80
10. Fleet Management Administration	271.43	3,257.16	250.77	3,009.24	579.00	6,948.00	139.00	1,668.00	1,030.00	12,360.00	153.56	1,842.72	378.57	4,542.84	no bid	no bid	448.98	5,387.76	165.94	1,991.28
11. Public Works	1,757.53	21,090.36	1,623.73	19,484.76	3,154.00	37,848.00	1,490.00	17,880.00	3,435.00	41,220.00	1,573.45	18,881.44	2,451.31	29,415.72	no bid	no bid	3,851.82	46,221.84	1,791.76	21,501.12
12. EMSS Medical Director's Office	333.33*	4000.00*	496.19	5,954.28	873.00	10,476.00	123.00	1,476.00	1,073.00	12,876.00	259.63	3,115.55	749.09	8,989.03	no bid	no bid	919.70	11,036.40	221.15	2,653.80
13. Public Safety (911)	1,374.45	16,493.40	1,269.81	15,237.72	2,392.00	28,704.00	1,592.00	19,104.00	2,368.00	28,416.00	1,626.80	19,521.64	1,917.02	23,004.19	no bid	no bid	2,907.93	34,895.16	1,388.25	16,659.00
14. Adult Intensive Supervision (AISP)	993.30	11,919.60	917.68	11,012.16	1,426.00	17,112.00	829.00	9,948.00	1,685.00	20,220.00	899.70	10,796.42	1,385.41	16,624.88	no bid	no bid	1,047.91	12,574.92	959.85	11,518.20
15. Adult Residential	465.85	5,590.20	430.38	5,164.56	242.00	2,904.00	119.00	1,428.00	886.00	10,632.00	205.54	2,466.51	649.75	7,796.94	no bid	no bid	308.60	3,703.20	150.00	1,800.00
16. Adult Service Center	406.18	4,874.16	375.26	4,503.12	122.00	1,464.00	84.00	1,008.00	1,082.00	12,984.00	193.16	2,317.91	566.51	6,798.16	no bid	no bid	234.19	2,810.28	150.00	1,800.00
17. Comcare Center City	623.77	7,485.24	576.22	6,914.64	956.00	11,472.00	499.00	5,988.00	1,048.00	12,576.00	560.23	6,722.74	869.91	10,438.88	no bid	no bid	1,182.49	14,189.88	681.20	8,174.40
18. Comcare Crisis	423.50	5,082.00	391.26	4,695.12	913.00	10,956.00	457.00	5,484.00	800.00	9,600.00	524.20	6,290.45	590.68	7,088.13	no bid	no bid	1,309.54	15,714.48	623.89	7,486.68

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<i>Service Type B</i>										
Monday-Friday 1st Shift	0.077	0.059	0.125	0.060	18.50	0.075	0.850	0.016	0.0882	0.045
Monday-Friday 2nd shift	0.077	0.059	0.115	0.060	18.50	0.070	0.950	0.016	0.0082	0.045
Saturday-Sunday 1st shift	0.077	0.059	0.115	0.024	18.50	0.075	0.105	0.016	1.0000	0.045
Saturday-Sunday 2nd shift	0.077	0.059	0.115	0.024	18.50	0.070	0.120	0.016	1.0000	0.045
<i>Service Type C</i>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/hr.**</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>	<u>Price/sq ft</u>
Monday-Friday 1st Shift	0.077	0.100	0.145	0.080	18.500	0.115	0.850	0.015	0.2313	0.085
Monday-Friday 2nd shift	0.077	0.100	0.135	0.080	18.500	0.110	0.950	0.015	0.2313	0.085
Saturday-Sunday 1st shift	0.077	0.100	0.135	0.030	18.500	0.115	0.105	0.015	0.2405	0.085
Saturday-Sunday 2nd shift	0.077	0.100	0.135	0.030	18.500	0.110	0.120	0.015	0.2405	0.085
<i>Service Type D</i>										
Monday-Friday 1st Shift	0.077	0.095	0.145	0.400	18.500	0.115	0.850	0.015	0.2830	0.085
Monday-Friday 2nd shift	0.077	0.095	0.135	0.400	18.500	0.110	0.950	0.015	0.2830	0.085
Saturday-Sunday 1st shift	0.077	0.095	0.135	0.160	18.500	0.115	0.105	0.015	0.2910	0.085
Saturday-Sunday 2nd shift	0.077	0.095	0.135	0.160	18.500	0.110	0.120	0.015	0.2910	0.085

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<u>Services, as requested</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>	<u>price/sq ft.</u>
Dry Vapor Steam Clean	0.080	0.170	0.400	0.120	0.350	0.090	0.250-0.300	0.300	0.250	0.290
Grout Sealer	0.220	0.120	"0.20/linear ft"	0.180	0.350	0.050	0.070	0.200	1.140	0.400
Stain Protector	0.050	0.080	0.120	0.150	0.150	0.020	0.030	0.100	0.100	0.190
Stain Protector Non-Carpet Floor	0.120	0.120	0.120	0.100	"17.00/hr"	0.110	0.185	0.180	0.250	0.170
Stain Protector Carpet	0.090	0.200	0.080	0.180	0.080	0.090	0.125	0.250	0.200	0.120
Stain Protector Wall	0.850	0.300	0.140	0.120	0.300	0.050	0.125	0.110	0.180	0.250
Stain Protector Chairs (each chair)	3.25	0.50	7.00	5.00	5.00	5.00	5.00	0.18	15.00	7.00
Full Time Day Porter (monthly)	1,808.83	2,295.00	3,916.67	2,083.33	3,083.33	2,232.00	2,968.33	541.67	2,246.82	2,832.50
Unclog stool (each stool)	0.00	5.00	45.00	25.00	18.50	24.75	19.00	20.00	50.00	35.00
<u>On Call Services</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>	<u>Hourly Rate</u>
Mon-Fri 1st Shift	12.95	16.50	18.75	12.50	18.50	16.50	18.75	25.00	22.98	19.50
Mon-Fri 2nd Shift	12.95	16.50	21.00	12.50	18.50	15.50	20.75	30.00	25.98	19.50
Sat-Sun 1st Shift	12.95	16.50	37.00	13.00	18.50	16.50	23.00	30.00	25.98	19.50
Sat-Sun 2nd Shift	12.95	16.50	42.00	13.00	18.50	15.50	25.50	35.00	25.98	19.50
Holidays	15.95	24.50	42.00	15.00	18.50	24.75	36.00	35.00	50.00	29.25
Price Increase (not to exceed)										
Year 3	0%	2.5%	4%	3%	2%	1%	2%	2%	3%	5%
Year 4	0%	2.5%	4%	3%	2%	1%	2%	2%	2%	5%
Year 5	3%	2.5%	4%	3%	2%	1%	2%	5%	3%	5%

* Negotiated price

**Vendor priced/hr

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Recommend to accept the proposal from HHM Facility Management to establish contract rates as listed for an approximate annual cost of \$535,432.36 and execute a two (2) year contract, with three (3) one-year options to renew with an increase not to exceed 3% increase in the fifth year.

A review committee consisting of Greg Tuxhorn, David Portley, Tricia Hoobler, Facilities; Nancy Delgado, Appraiser's Office; Crystal Deselms, COMCARE; Ron Marsh, Public Works; Mae Williams, Department of Corrections; Gunda Angelica, Purchasing, evaluated proposals, short-listed three (3) vendors (HHM Facility Management, SourceOne Management Services, Inc., UBM Enterprise, Inc.), checked references, and two (2) vendors were interviewed (HHM Facility Management and SourceOne Management Services, Inc.). The proposal from UBM Enterprise, Inc. has been withdrawn, based on non-judgmental errors, per K.S.A. 75-6904. The selection criteria included qualifications outlined by RFP, pricing, references, experience, methodology, approach to staffing, supervision, security issues and overall quality of the proposal. The decision to choose HHM Facility Management was reached unanimously.

HHM Facility Management's corporate headquarters is located in Branson, Missouri and has a local presence which includes current custodial contracts for the Forensic Science Center and Health Department (located at 2716 W. Central). Services provided by HHM Facility Management have been exceptional. The committee agreed HHM Facility Management's proposal offered the best value for the money and includes three (3) full-time day porters and four (4) part-time day porters, experience with historic facilities, and they also offer employee incentives and employee certifications.

Service Type A, B, C & D are levels of cleanliness, cleaning frequency, population, usage and type of area (bathroom, office, etc.). Day Porters are assigned to a facility to provide supplemental services to maintain the desired level of cleanliness consistently throughout the day.

Question was asked if the new contract is going to be a savings. Purchasing stated that a slight increase will be incurred due to the age of our previous contracts. A substantial savings is received by combining 32 facilities into one contract.