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Agenda Item Form

Agenda Date: 06/29/2004

Districts Affected: 3

Dept. Head/Contact Information: Byron E. Johnson

Type of Agenda Item:

- ☐ Resolution
- ☐ Tax Installment Agreements
- ☒ RFP/ BID/ Best Value Procurement
- ☐ Application for Facility Use
- ☐ Interlocal Agreements
- ☐ Other _____
- ☐ Staffing Table Changes
- ☐ Tax Refunds
- ☐ Budget Transfer
- ☐ Bldg. Permits/Inspection
- ☐ Contract/Lease Agreement
- ☐ Board Appointments
- ☐ Donations
- ☐ Item Placed by Citizen
- ☐ Introduction of Ordinance
- ☐ Grant Application

Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☐ Other Source: _____

Legal:

☐ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days:_____

Why is this item necessary:

Janitorial Services of Fire Maintenance Shop, Communications, Fire Marshall's Office

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

_____

Statutory or Citizen Concerns:

_____

Departmental Concerns:

_____

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DATE: June 22, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Aurora Wells
Interim Bid Clerk ext. 4038

CITY CLERK DEPARTMENT
2004 JUN 25 PM 2 03

Please place the following item on the **CONSENT** agenda for the Council Meeting of **JUNE 29, 2004.**

Item should read as follows:

Bid No.:	2004-176	Janitorial Services El Paso Fire Departments Maintenance Shop, Communications and Fire Marshall's Office
Award to:		Professional Building Maintenance Services El Paso, TX
Item (s):		All
Amount:		$17,256.50 (yearly)

Department:	Municipal Services, Maintenance Department
Funds available:	31010326-01101-502206
Funding source:	Operating Account, Janitorial Maintenance Services Contract
Total award:	$52,069.50
District (s):	3

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement.

This is a thirty-six (36) month contract with no option to extend the term of this contract.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **JUNE 29, 2004**

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PROJECT FORM

DATE: JUNE 21, 2004

PROJECT: JANITORIAL SERVICES – EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND FIRE MARSHALL'S OFFICE
BID NO: 2004-176 DEPARTMENT: MUNICIPAL SERVICES, MAINTENANCE DEPT.
BUDGET NO: 31010326-01101-502206
FUNDING SOURCE: OPERATING ACCOUNT, JANITORIAL MAINTENANCE SERVICES CONTRACT
REPRESENTATIVE DISTRICT(S): 3

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RECOMMENDATION:
Vendor: PROFESSIONAL BUILDING MAINTENANCE SERVICES
EL PASO, TX
Item(s): ALL
Amount: $17,356.50/YR

Municipal Services Department and Purchasing recommend awards as indicated as this vendor has provided the Best Value Bid Procurement.

This is a thirty-six (36) month contract with no option to extend the term of this contract.

BIDS SOLICITED 36 (32 local)
BIDS RECEIVED 14
"NO BID" RECEIVED 00

CURRENT TAXES PAID _____
OUT-OF-TOWN- _____

TOTAL RECOMMENDED AWARD $52,069.50

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COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK _____

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APPROVED:

Byron E. Johnson, C.P.M.
Director of Purchasing

COUNCIL MEETING DATE: **JUNE 29, 2004**

Consent Agenda for June 29, 2004

BID NO.:	2004-176 Janitorial Services El Paso Fire Departments Maintenance Shop, Communications and Fire Marshall's Office
Award to:	Professional Building Maintenance Services El Paso, TX
Item All	$17,356.50/Yr.

This is a thirty-six (36) month contract with no option to extend the term of this contract.

Department:	Municipal Services, Building Maintenance
Funds available:	31010326-01101-502206
Funding source:	Operating Account, Janitorial Maintenance Service Contract
Total Award:	$52,069.50
District(s):	3

Municipal Services
Building Maintenance Division
1059 Lafayette, Bldg. #3
Phone: 621-6848 Fax: 621-6849

May 20, 2004

TO: Ray Heredia
Procurement Analyst

THRU: Joe Soto
Central Maintenance Services Supervisor

FROM: Gabino Cortez Jr. 5-20-04
Custodial Services Coordinator

SUBJECT: Bid Tabulations for Fire Department's Maintenance Shop, Commuications and Fire Marshall's office.

After reviewing the bid tabulations, the Building Maintenance Division of Municipal Services Department is recommending Bid #2004-176 be awarded to Professional Building Maintenance Services as follows:

1. Fire Maintenance shop – $6.65 hourly / $723.19 monthly / $8,678.25 yearly
2. Fire Commuications and Fire Marshall's office – $6.65 hourly / $723.19 monthly / $8,678.25 yearly

If there are any questions, feel free to call us at 621-6848.

SCORING

BID # 2004-176

JANITORIAL SERVICES FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS FIRE MARSHALLS OFFICE

CRITERIA	WEIGHT BY %	CAREFREE JANITORIAL		PROFESSIONAL JANITORIAL		ADEFTO JANITORIAL		CLEAN SWEEP		THE EAGLE JANITORIAL	
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST/PRICE	30	5	150	4	120	3	90	3	60	1	30
PERFORMANCE CLIENT HISTORY	15	2	30	3	45	3	45	0	0	4	60
REFERENCES	15	4	60	4	60	3	45	0	0	4	60
MEDICAL BENEFITS INCENTIVES	15	0	0	0	0	0	0	0	0	4	60
CERTIFICATION TRAINING	15	1	15	4	60	3	45	0	0	4	60
COMPLIANCE WITH BID	10	1	10	4	40	3	30	0	10	4	40
TOTAL			265		325		255		70		310
RANK											

SCORING
BID # 2004-176
JANITORIAL SERVICES FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS FIRE MARSHALLS OFFICE

CRITERIA	WEIGHT BY %	Y & C JANITORIAL		P & S JANITORIAL		ANNA'S JANITORIAL		PEDUS ERVICES		T & S JANITORIAL	
		SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS	SCORE	POINTS
COST/PRICE	30	0	0	1	30	1	30	1	30	1	30
PERFORMANCE CLIENT HISTORY	15	0		3	45	4	60	2	30	0	0
REFERENCES	15	0	0	3	45	4	60	4	60	0	0
MEDICAL BENEFITS INCENTIVES	15	0	0	4	60	0	0	0	0	0	0
CERTIFICATION TRAINING	15	0	0	0	0	4	60	4	60	0	0
COMPLIANCE WITH BID	10	0	0	3	30	2	20	4	40	1	10
			NON-RESPONSIVE								
TOTAL			0		210		230		250		40
RANK											

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES-EL PASO FIRE DEPARTMENT'S MAINTENANCE SHOP, COMMUNICATIONS AND FIRE MARSHALL'S OFFICE
BID DATE: MAY 12, 2004

BID # 2004-176
DEPARTMENT: FIRE

		A CLEAN SWEEP LANDSCAPING AND JANITORIAL SERVICE EL PASO, TX			ADEFTO BUILDING AND GROUNDS SERVICES EL PASO, TX			ANNA'S CLEANING SERVICES EL PASO, TX			CB CLEANING SERVICE, INC. NACOGDOCHES, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL
1.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 7:30 A.M. - 12:30 P.M.	$8.00	$870.00	$10,440.00	$8.00	$870.00	$10,440.00	$8.75	$951.56	$11,418.75	$45.00	$4,893.75	$58,725.00
2.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 12:30 P.M. - 5:00 P.M.	$8.00	$870.00	$10,440.00	$8.10	$880.88	$10,570.50	$8.75	$951.56	$11,418.75	$45.00	$4,893.75	$58,725.00
PAYMENT TERMS:		___% - 10 DAYS			NET - 30 DAYS			NET - 30 DAYS			NET - 30 DAYS		

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

APPROVED BY: _____

DATE: 5-14-04

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES-EL PASO FIRE DEPARTMENT'S MAINTENANCE SHOP, COMMUNICATIONS AND FIRE MARSHALL'S OFFICE

BID DATE: MAY 12, 2004

BID # 2004-176

DEPARTMENT: FIRE

		CAREFREE JANITORIAL SERVICE EL PASO, TX			JAMES ENTERPRISE CEDAR HILL, TX			LUCYS CLEANING SERVICE EL PASO, TX			P & S JANITORIAL SERVICE EL PASO, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL
1.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 7:30 A.M. - 12:30 P.M.	$6.50	$706.88	$8,482.50	$13.50	$1,468.13	$17,617.50	$0.00	$1,080.00	$12,960.00	$8.50	$924.38	$11,092.50
2.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 12:30 P.M. - 5:00 P.M.	$6.50	$706.88	$8,482.50	$13.50	$1,468.13	$17,617.50	$0.00	$1,080.00	$12,960.00	$8.50	$924.38	$11,092.50
PAYMENT TERMS:		1% - 10 DAYS			1% - 10 DAYS			3% - 10 DAYS			2% - 10 DAYS		

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

APPROVED BY: [signature]

DATE: 5-14-04

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES-EL PASO FIRE DEPARTMENT'S MAINTENANCE SHOP, COMMUNICATIONS AND FIRE MARSHALL'S OFFICE

BID DATE: MAY 12, 2004

BID # 2004-176

DEPARTMENT: FIRE

		PEDUS SERVICE INC. EL PASO, TX			PROFESSIONAL BUILDING MAINTENANCE SERVICES EL PASO, TX			STAR-CLEAN MAINTENANCE EL PASO, TX			T & S JANITORIAL SERVICES EL PASO, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL
1.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 7:30 A.M. - 12:30 P.M.	$8.82	$959.18	$11,510.10	$6.65	$723.19	$8,678.25	$7.95	$864.56	$10,374.75	$9.25	$1,005.94	$12,071.25
2.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 12:30 P.M. - 5:00 P.M.	$8.82	$959.18	$11,510.10	$6.65	$723.19	$8,678.25	$7.95	$864.56	$10,374.75	$9.25	$1,005.94	$12,071.25
PAYMENT TERMS:					NET - 30 DAYS			1% - 10 DAYS			NET - 30 DAYS		

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

APPROVED BY: [signature]

DATE: 5-14-04

CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES-EL PASO FIRE DEPARTMENT'S MAINTENANCE SHOP, COMMUNICATIONS AND FIRE MARSHALL'S OFFICE

BID DATE: MAY 12, 2004

BID # 2004-176

DEPARTMENT: FIRE

		THE EAGLE JANITORIAL SERVICES EL PASO, TX			Y & C JANITORIAL SERVICES EL PASO, TX								
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL	HOURLY RATE	MONTHLY	ANNUAL
1.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 7:30 A.M. - 12:30 P.M.	$8.25	$897.19	$10,766.25	$8.25	$897.19	$10,766.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
2.	JANITORIAL SERVICES FOR THE EL PASO FIRE DEPARTMENTS MAINTENANCE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE MONDAY THRU FRIDAY SERVICE - ONE (1) PORTER 12:30 P.M. - 5:00 P.M.	$8.25	$897.19	$10,766.25	$8.25	$897.19	$10,766.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
PAYMENT TERMS:		3% - 20 DAYS			NET - 10 DAYS								

BIDS SOLICITED: 36

BIDS RECEIVED: 14

LOCAL BIDS: 32

NO BIDS: 0

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

APPROVED BY: [signature]

DATE: 5-14-04

2004-176 JANITORIAL SERVICES-EL PASO FIRE DEPARTMENT'S MAINTENACE SHOP, COMMUNICATIONS AND THE FIRE MARSHALL'S OFFICE

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

B J JANITORIAL
ATTN: MANUEL SAENZ
2007 HAPPER ST
EL PASO, TX 79903

THE EAGLE JANITORIAL SERVICES
ATTN: FRANK CORRAL
2919 AURORA AVE.
EL PASO, TX 79930

RPM JANITORIAL SERVICES
ATTN: RUBEN VALENZUELA/PEDRO
7717 MONTANA AVE.
EL PASO, TX 79923

IMMACULATE JANITORIAL
8913 MT. DELANO
EL PASO, TX 79904

MAHEIR JANITORIAL SERVICES
ATTN: HECTOR RODRIGUEZ
12156 YVONNE RICHARDSON AVE.
EL PASO, TX 79936

J B JANITORIAL SERVICES
ATTN: JORGE TELLEZ JR.
12341 ANGIE BOMACH AVE.
EL PASO, TX 79927

PJS
ATTN: MARISELA VELEZ
2110 WYOMING A VENUE
EL PASO, TX 79903

ADEFTO BUILDING & GROUND SVS
ATTN: E J OVERTON
7740 MUSTANG AVE.
EL PASO, TX 79915

SPEEDY CLEAN MAINTENANCE SVS
ATTN: DEADRA MINIFEE
11317 LAKE GENEVA DR.
EL PASO, TX 79936

ELIZA'S JANITORIAL SERVICE
ATTN: ELIZA MANRIQUE
4315 HUECO AVE.
EL PASO, TX 79903

MARTINEZ JANITORIAL SERVICES
ATTN: ALFREDO MARTINEZ
953 GERONNE DR.
EL PASO, TX 79907

A J MAINTENANCE SERVICES
ATTN: A G (EDDIE) JURADO
3431 PERSHING DR., SUITE B-2
EL PASO, TX 79903

JAMES ENTERPRISE
ATTN: JOANNA JAMES
605 CEDAR ST.
CEDAR HILL, TX 75104

ANNA'S CLEANING SERVICE
ATTN: ANA FIERRO
12862 CHAUCER RD.
EL PASO, TX 79927

DJ'S JANITORIAL SERVICES
ATTN: RAUL DELGADO
P O BOX 370305
EL PASO, TX 79937-0305

NY JANITORIAL ENTERPRISE
ATTN: ELIZABETH MELENDEZ
3620 NATIONS AVE.
EL PASO, TX 79930

PES JANITORIAL SERVICES
ATTN: VIRGINIA SANCHEZ
12138 VALLEY QUAIL
EL PASO, TX 79936

TOTAL CLEANING SERVICES
ATTN: RAUL TORRES
1026 NAVARRETTE
EL PASO, TX 79907

CARRANCO PRODUCTS
ATTN: SERGIO CARRANCO
3733 SHELL, SUITE A
EL PASO, TX 79925

GLOBAL CLEAN
ATTN: JORGE GONZALEZ
3737 N MESA, SUITE D1 PMB 105
EL PASO, TX 79902

PEDUS SERVICE
2424 E BROADWAY, SUITE 100
TUCSON, AZ 85719

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

SAN MARCOS ENTERPRISES
ATTN: HUMBERTO HERNANDEZ
28 SAN MARCOS
EL PASO, TX 79922

THE ODD MAN SERVICES
ATTN: HECTOR HERNANDEZ
208 B. POLO INN
EL PASO, TX 79915

P & S JANITORIAL SERVICES
ATTN: VIRGINIA SANCHEZ
12158 VALLEY QUAIL
EL PASO, TX 79936

MASTERCLEAN
ATTN: ROBERTO O. VEGA
11879 SCOTT SIMPSON
EL PASO, TX 79936

CONSOLIDATED CUSTODIAL
SERVICES CORP. LLC
133 WYATT DRIVE, SUITE 9
LAS CRUCES, NM 88005

TORRES JANITORIAL
1667 BRYAN RAY
EL PASO, TX 79936

S & M JANITORIAL SERVICES
3789 RECKENRIDGE
EL PASO, TX 79936
ATTEN: SALVADOR CORREA

Y & C JANITORIAL SERVICES
3021 E. MISSOURI
EL PASO, TX 79903

J & G PROCUREMENT SERVICES
ATTN: LISA A. JUAREZ
734 S. MESA HILLS #113
EL PASO, TX 79912

MISSMAYMONROE
ATTN: JAMES
204 OWETZAL LANE
RIVERSIDE, CA 92507

B & B INTERPRIZE
ATTN: BROWN, JAMES
8911 ECLISPE ST.
EL PASO, TX 79904

CAREFREE JANITORIAL SERVICES
12264 CHISHOLM PASS DRIVE
EL PASO, TX 79936

ATTN: JAMES CORDOVA
MIRATEK CORPORATION
8201 LOCKHEED SUITE 218
EL PASO, TX 79925

STAR-CLEAN
ATTN: ARTURO RUBIO
8120 ROGERS
EL PASO, TX 79907

A CLEAN SWEEP CLEANING SVS
10073 JAMAICA ST.
EL PASO, TX 79924

MASTERCLEAN
ATTN: ROBERTO VEGA
11879 SCOTTSIMPSON
EL PASO, TX 79936

DUSTBUNNIES CLEANING SERVICES
ATTN: HECTOR RODRIGUEZ
1319 E. YANDELL
EL PASO, TX

ATTN: REZ LINEN
PROFESSIONAL BUILDING
MAINTENANCE SERVICES
4312 LOMA ALEGRE
EL PASO, TX 79934

BID INFORMATION SERVICE
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER
PO BOX 5600
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER
CLASSIFIED/LEGAL SECTION
PO BOX 20
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TX 79902

SAM'S CLUB
7970 NORTH MESA
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY
2626 NORTHEAST #103
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901