

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater 18-147R - Pressure Cleaning Services

This request is to approve the recommendation to award Invitation to Bid (ITB) 18-147R - Pressure Cleaning Services for a two (2) year contract from March 7, 2018 through January 31, 2020. This ITB will be used by the Physical Plant Operations (PPO) department to purchase pressure cleaning services of athletic tracks, walkways, basketball courts, patios, gum removal, as well as high-pressure cleaning for tile roofs and walls.

Procurement & Warehousing Services (PWS) received seven (7) bid responses for this ITB on January 19, 2018, which is recommended for award to primary and two alternate vendors who met all specifications, terms, and conditions of the bid. The bidders recommended for the award are:

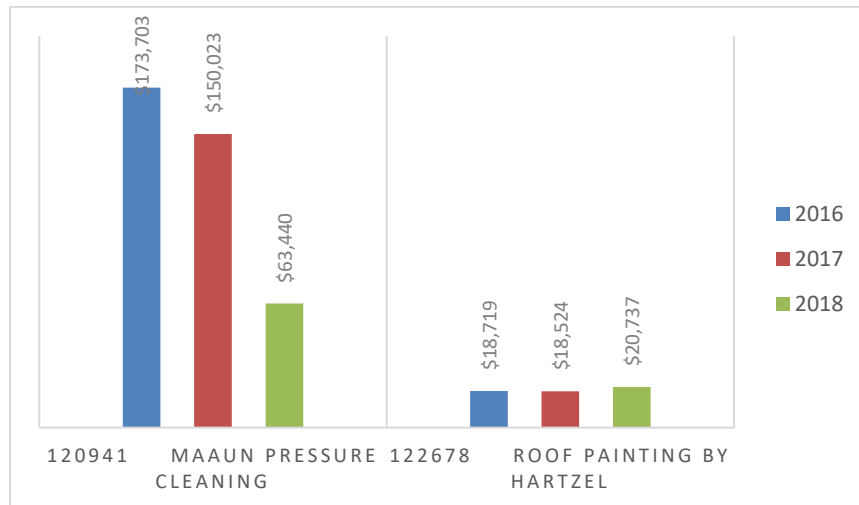
- 5 Star Property Maintenance and Pressure Washing, LLC
- King of Pressure, Inc.
- Roof Painting by Hartzell, Inc.

Funding for this Bid will come from PPO's operating budget.

Financial Impact

The total spending authority requested is \$633,000 as demonstrated in the breakdown below:

Historical Spend with Vendor 120941		\$387,000
Historical Spend with Vendor 122678	+	\$57,000
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Jobs done for Cleaning Athletic Tracks	-	\$20,000
Historical Spend for Pressure Cleaning	=	\$407,000
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Cleaning of twenty-eight (28) Tracks at \$3,000 Average	+	\$168,000
Total for Pressure Cleaning and Athletic Tracks	=	\$575,000
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Ten (10) Percent Buffer	+	\$58,000
Total Spend Authority Needed	=	\$633,000



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The data gathered above was taken from SAP for the periods of January 1, 2016 through February 15, 2018, for a total of twenty-five (25) months. The following assumptions were made to assist with gathering the most factual data:

- Report was run based on two (2) vendors: 120941 and 122678
- A formula was run to avoid double counting spend in cases where there were open invoices
- \$3,000 per track is based on a sample of Purchase Orders made for vendor 122678
- Tracks are cleaned once a year

The District has not had a Bid for Pressure Cleaning Services since 2011. Since then, PPO has been getting spot quotes using Purchasing Policy 3320 to satisfy the needs of the District. Given the increase in demand over the last two (2) years, it has driven PWS to issue a new bid.