

COLLEGE STATION I.S.D.
9304 ROCK PRAIRIE ROAD, COLLEGE STATION, TX. 77840
(979) 764-5408

PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale
SUBJECT: Facility Maintenance Plumbing Services RFP #17-015
DATE: September 8, 2017

Request for Proposal (RFP) # 17-015 Facility Maintenance Plumbing Services was mailed July 24, 2017 to nine bidders, advertised July 24 and July 31, 2017 and posted on the CSISD website. One vendor responded to the RFP which opened September 6, 2017.

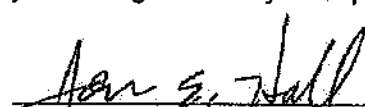
<u>Vendor Name</u>	<u>Hourly Rates Total</u>	<u>% mark-up materials</u>
Ed Phillips Plumbing	\$60,000.00	40%

This RFP is for Facility Maintenance Plumbing Services to be used to supplement Facilities Department plumbing personnel on an as needed basis. Each bidder was asked to quote hourly rates for the various classes of plumbing maintenance labor and a percentage mark-up for materials purchased for a specific maintenance project. The quantities of hours listed in the RFP were annual estimates provided for bid evaluation purposes only. The Hourly Rates Total is the sum of the hourly rates based on the estimates provided.

The proposal was evaluated and scored by staff members from the Facilities and Purchasing Departments using the attached evaluation matrix. It is recommendation of Mark Pantel, Director of Purchasing and Jon Hall, Executive Director of Facilities to award the Facility Maintenance Plumbing Services RFP #17-015 to Ed Phillips Plumbing.

This RFP would be effective September 20, 2017 through August 31, 2019 with an option to renew for two (2) additional years if agreed to by both parties.


Mark Pantel, Director of Purchasing


Jon Hall, Executive Director of Facilities

COLLEGE STATION I.S.D.			
EVALUATION MATRIX- RFP #17-015 Plumbing Maintenance Services			
Bidders			Ed Phillips Plumbing
	Evaluation Criteria	Points	
1	the labor rate and % mark- up on materials (50%)	0-50	50
2	the reputation of the vendor and of the vendor's goods or services;(10%)	0-10	10
3	the quality of the vendor's goods or services; (10%)	0-10	10
4	the extent to which the goods or services meet the district's needs; (10%)	0-10	10
5	the vendor's past relationship with the district; (10%)	0-10	10
6	the impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses: small, minority owned or labor surplus area firms; (1%)	0-1	1
7	the total long-term cost to the district to acquire the vendor's goods or services: (9%)	0-9	6
8	For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: A. has its principal place of business in this state; or B. employs at least 500 persons in this state; (0%)	0-0	0
	Total Points	100	97
	Vendor Award Recommendation		Yes
	Evaluation Notes:		
	Evaluators: Mark Pantel, Rene Ramirez, Casey Baggett		

**COLLEGE STATION I.S.D.
Facilities Plumbing Maintenance Services
RFP #17-015**

				Ed Phillips Plumbing	
Item#	Estimated Qty	UOM	Description	Unit Price for one (1) hour	Ext. Price
1	400	HR	Journeyman Plumber-Straight Time	\$96.00	\$38,400.00
2	200	HR	Plumber's Apprentice-Straight Time	\$48.00	\$9,600.00
3	40	HR	Journeyman Plumber-Overtime	\$144.00	\$5,760.00
4	20	HR	Plumber's Apprentice -Overtime	\$72.00	\$1,440.00
5	20	HR	Journeyman Plumber-Holidays	\$192.00	\$3,840.00
6	10	HR	Plumber's Apprentice-Holidays	\$96.00	\$960.00
			Hourly Rates Total		\$60,000.00
9	1	%	Mark-up for materials purchased for a specific project. List percentage as whole number (i.e. 20= 20%)	40%	
10			Will employee be required to work a minimum number of hours? _____. If yes what is the minimum?	Yes	1
			Addendum 1 & 2:	Complete	
			References:	Complete	
			Authorization:	Complete	
			Felony Conviction:	Complete	
			Non Collusive Certificate:	Complete	
			Type of Firm:	Woman owned	
			Conflict of Interest:	Complete	
			Debarment Certification:	Complete	
			Proposer/Vendor Certification Forms:	Complete	