



Executive Summary Facilities Committee Meeting

DATE: April 16, 2024

TOPIC: Custodial Services Bid

PREPARED BY: Courtney Whited

Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

The District published a custodial services bid notice on February 29, 2024. Thirteen agents representing ten (10) unique companies attended the pre-bid walk-through on March 12, 2024.

Six (6) vendors submitted bid packets before the April 2, 2024 deadline at 1:00 p.m. No other bid packets arrived after the deadline. A bid tabulation is attached.

All six (6) bidders completed and signed Exhibit A of the Bid form. The District began to evaluate the bid packets in order of lowest first-year cost using a rubric consisting of three phases.

The attached Evaluations provide details relative to passing on Alpha Building Maintenance Service, Inc. and Multisystem Management Company in favor of recommending GSF USA, Inc. as the lowest responsible bidder.

The District Legal Counsel reviewed the pertinent bid components and found the attachments acceptable.

Fiscal Impact:

\$506,445.97 for the first year of custodial services which is a 7.23% increase over last year's cost.

The District paid \$472,288.65 in 2023-24 with GSF USA, Inc.

Recommendation:

The Facilities Committee concurs with the Administration's recommendation to the Board of Education to accept the bid from GSF USA, Inc. for three years of District-wide custodial services with the option to renew for two additional one-year periods. The first year cost will be \$506,445.97 commencing August 1, 2024 and ending July 31, 2025.