

SUPPORTING AGENDA DATA
BOARD OF DIRECTORS, EDUCATION SERVICE CENTER, REGION 20

August 28, 2019

SUBJECT: PROPOSALS

Proposal for Janitorial Services
Proposal for Living Science
Proposal for W-2 Forms
Renewal Proposal for General Maintenance – Repairs
Renewal Proposal for Insurance
Renewal Proposal for Evaluation Capacity

ACTION: It is recommended that the following resolution be adopted:

BE IT RESOLVED, That the Board of Directors approves the proposals listed on the following Page(s).

Respectfully submitted,



Jeff Goldhorn
Executive Director

PROPOSALS

PROPOSAL FOR JANITORIAL SERVICES

EXPLANATION: The Deputy Director of Business and Technology Services requested proposal #1905 be solicited for the purchase of janitorial services. Fourteen proposals were mailed. Nine responsive proposals were received. A tabulation of the responsive proposals is attached to this agenda item. The proposal for janitorial services, proposal #1905 is awarded to the responsive bidder: ABM Janitorial Services.

PROPOSAL FOR LIVING SCIENCE

EXPLANATION: The Deputy Director of Business and Technology Services requested proposal #1908 be solicited for the purchase of living science materials. Eleven proposals were mailed. Seven responsive proposals were received. A tabulation of the responsive proposals is attached to this agenda item. The proposal for living science materials, proposal #1908 is awarded to the seven responsive bidders: Bio Corporation, Ward's Scientific, Pellets Inc., NASCO, Fisher Scientific, San Antonio Tropicals and Carolina Biological.

PROPOSAL FOR W-2 FORMS

EXPLANATION: The Associate Director of Texas Computer Cooperative requested that proposal #1907 be solicited for the purchase of W-2 forms. Four proposals were mailed. One responsive proposal was received. A tabulation of the responsive proposal is attached to this agenda item. The proposal for W-2 forms, proposal #1907 is awarded to responsive bidder: PTM Document Systems.

RENEWAL PROPOSAL FOR GENERAL MAINTENANCE - REPAIRS

EXPLANATION: The Deputy Director of Business and Technology Services requested that proposal #1806 be renewed for the purchase of General Maintenance-Repairs. There is one additional renewal options available on this proposal. The proposal for General Maintenance-Repairs, proposal #1806 is renewed to the responsive bidder: Decks Across Texas.

RENEWAL PROPOSAL FOR INSURANCE

EXPLANATION: The Deputy Director of Business and Technology Services requested that proposal #1805 be renewed for the purchase of insurance. There is one additional renewal option available on this proposal. Catto & Catto does annually test the insurance market and receive quotes to insure that the pricing offered is the best available to ESC-20. The proposal for Insurance, proposal #1805 is renewed to responsive bidder: Catto & Catto for the purchase of Insurance Coverage (with the Insurance company being Travelers – an AM Best A+ rated company).

RENEWAL PROPOSALS FOR EVALUATION CAPACITY

EXPLANATION: The Deputy Director of Administrative and Instructional Services requested that proposals #1809 & #1909 be renewed for the purchase of Evaluation Capacity Assistance. There are no additional renewal options available on these proposals. The proposals for Evaluation Capacity Assistance, proposals #1809 & 1909 are renewed to responsive bidders: A.I.M.; Abilities Therapy and Consulting, LLC; Barranco Educational Assessment Services, PLLC.; Behavioral Health & Family Services; Braswell Educational Services, LLC; Carol Booth PhD & Associates; Carr Speech Therapy Services, PLLC; Collaborative Autism Resources & Education (CARE, LLC); Cobb Pediatric Therapy Services, LLC d/b/a The Stepping Stones Group; Diagnostic Assessment Services, Inc.; Laura Caudill; Paramount Educational Evaluation & Consulting; Providential Counseling & Consulting Services, PLLC; Soliant; Speech Specialists of San Antonio, P.C.; Texas School Neuropsychology; TX-STAR Speech-Language Services, Corp.; Paramount Educational Evaluation; Supplemental Health Care (SHC Services Inc); EduPsy; Cole Consolidated Rehab; Bivens Educational Services; Texas School Neuropsychology and Graciela F. Reyes-McDonald/Grace Psychological Services.

Proposal for Janitorial Services, proposal #1905

		Alamo Building Maintenance	ABM Janitorial Services	American Facility Services	CML Commercial	La Med Facility Maintenance	McLemore Building Maintenance	Jani King	Jan-Pro of San Antonio	EcoCare
Current number of employees		42	140,000 (10 in Region)	650	50	39	1,200	400	116	85
Ratio of employees to supervisors		10 to 1	10 to 1	8 to 1	12 to 1	10 to 1	10 to 1	5 to 1	9 to 1	8 to 1
Employees to sq. ft. worked		3,500 SF/Hour	4,318 SF/Hour	4500 SF/Hour	3200 SF/Hour	5000 SF/Hour	3470 SF/Hour	15-20,000 sf nightly	18 - 20,000 sq ft	1500 to 500 sq ft
Minimum hours to clean Region 20		44 hours	40	36 Hours	197.76 Nightly	104 hours	45 hours	38 - 42 hours	33 to 35 hours	40 hours
Minimum number of employees		11	9	9	13	15	9	8 to 12	8	6
Monthly cost 9/1/2019 to 8/31/2020		\$ 16,750.00	\$ 16,618.50	\$ 15,865.14	\$ 18,847.02	\$ 70,098.77	\$ 17,617.00	\$ 26,993.05	\$ 14,847.10	\$ 18,995.00
Monthly cost 9/1/2020 to 8/31/2021		\$ 17,250.00	\$ 16,618.50	\$ 15,865.14	\$ 18,847.02	\$ 72,198.77	\$ 17,617.00	\$ 26,993.05	\$ 15,304.86	\$ 18,995.00
Monthly cost 9/1/2021 to 8/31/2022		\$ 17,500.00	\$ 16,759.33	\$ 15,865.14	\$ 18,847.02	\$ 74,432.77	\$ 17,617.00	\$ 27,532.91	\$ 15,825.31	\$ 18,995.00
Annual cost 9/1/2019 to 8/31/2020		\$ 201,000.00	\$ 199,422.00	\$ 190,381.68	\$ 226,164.24	\$ 841,185.24	\$ 211,404.00	\$ 323,916.60	\$ 178,165.20	\$ 227,940.00
Annual cost 9/1/2020 to 8/31/2021		\$ 207,000.00	\$ 199,422.00	\$ 190,381.68	\$ 226,164.24	\$ 866,385.24	\$ 211,404.00	\$ 323,916.60	\$ 183,658.32	\$ 227,940.00
Annual cost 9/1/2021 to 8/31/2022		\$ 210,000.00	\$ 201,111.96	\$ 190,381.68	\$ 226,164.24	\$ 893,193.24	\$ 211,404.00	\$ 330,394.92	\$ 189,903.72	\$ 227,940.00
Cost per square foot		\$ 0.1200	\$ 0.1067	\$1.22 per year	\$ 0.1200	\$ 0.39	\$ 0.1130	\$ 0.15	\$ 0.09	\$ 0.13
Total Annual - 1st year		\$ 201,000.00	\$ 199,422.00	\$ 190,381.68	\$ 226,164.24	\$ 841,185.24	\$ 211,404.00	\$ 323,916.60	\$ 178,165.20	\$ 227,940.00
VENDOR EVALUATION										
	Points									
Current number of employees	5	5	5	5	5	4	5	5	5	5
Ratio of employees to supervisors	5	4	4	4	3	4	4	5	4	4
Employees to sq. ft. worked	5	5	4	4	5	4	5	4	4	4
Minimum hours to clean Region 20	10	10	9	8	10	10	10	8	7	9
Minimum number of employees	10	10	9	9	10	10	9	9	9	7
Performance chargeback	10	0	8	5	4	3	8	10	9	8
Monthly cost 9/1/2019 to 8/31/2020	30	26.4	26.7	27.9	23.4	6.3	25.2	16.5	30.0	23.4
References - experience	15	6	13	6	11	0	10	0	7	2
Quality of bid response & training procedures	10	0	10	5	8	3	10	10	8	4
Total Points	100	66.4	88.7	73.9	79.4	44.3	86.2	67.5	83.0	66.4

*Scores of zero were rated when vendor did not respond to a data request

Proposal for Living Science, proposal # 1908

	Volume	Bio Corporation	Pellets, Inc	San Antonio Tropicals	Ward's Science	NASCO	Fisher Scientific	Carolina Biological	estimated purchases
Petri Dish, disposable 20 ct	300				\$ 3.25	\$ 3.26	\$ 2.37	\$ 3.42	\$ 711.00
Nutrient Agar	40				\$77.50	\$ 75.91	\$ 81.66	\$ 64.99	\$ 2,599.60
Antibiotic Disc, penicillin	300				\$ 5.70	\$ 5.12	\$ 8.86	\$ 8.31	\$ 1,536.00
Antibiotic Disc, strept	300				\$ 5.70	\$ 5.12	\$ 8.86	\$ 8.31	\$ 1,536.00
Antibiotic Disc, tetrac	300				\$ 5.70	\$ 5.12	\$ 8.86	\$ 8.31	\$ 1,536.00
Antibiotic Disc, erthyr	300				\$ 5.70	\$ 5.12	\$ 8.86	\$ 8.31	\$ 1,536.00
Hydra	185				\$ 5.50	\$ 7.50	\$ 9.49	\$ 4.99	\$ 923.15
Planaria	165				\$ 8.95	\$ 9.00	\$ 10.84	\$ 6.32	\$ 1,042.80
Ant Farms. 6x9	350					\$ 12.50	\$ 31.80	\$ 19.62	\$ 4,375.00
Crayfish, preserved	3000	\$ 4.30			\$10.99	\$ 7.00	\$ 4.92	\$ 9.90	\$ 12,900.00
Earthworms, preserved	125	\$ 33.22			\$49.99	\$ 48.60	\$ 56.70	\$ 45.00	\$ 4,152.50
Sheep Eyes, preserved	900	\$ 7.90			\$ 8.99	\$ 7.99	\$ 8.54	\$ 1.30	\$ 1,170.00
Frogs, preserved	30000	\$ 1.99			\$ 2.99	\$ 2.11	\$ 1.92	\$ 2.31	\$ 57,600.00
Owl, pellets	3000	\$ 1.99	\$ 1.85		\$ 1.67	\$ 2.07	\$ 2.07	\$ 2.75	\$ 5,010.00
Catalog Discount		5%	0%	0%	20%	15%	32%	5%	
								est. total	\$ 96,628.05

Proposal for W-2 Forms, proposal # 1907

Form #'s	QTY	PTM Document Systems
2181	60300	\$42.00
		\$2,532.60
6181	131150	\$47.00
		\$6,164.05
6183	10450	\$29.00
		\$303.05
6184	24700	\$25.00
		\$617.50
6197	2650	\$46.00
		\$121.90
6198	650	\$21.00
		\$13.65
7106	175650	\$31.00
		\$5,445.15
7107	42400	\$26.00
		\$1,102.40
Total		\$16,300.30

Renewal Proposal for Insurance, proposal # 1805

Previous Premiums

	Catto & Catto	Catto & Catto	Catto & Catto	Catto & Catto
	Travelers	Travelers	Travelers	Travelers
	2019-2020	2018-2019	2017-2018	2016-2017
Section A - Automobile	\$ 22,122.00	\$ 19,396.00	\$ 17,512.00	\$ 20,181.00
Section B - School Board Legal Liability	\$ 32,906.00	\$ 31,650.00	\$ 27,345.00	\$ 25,075.00
Section C - Property	\$ 33,780.00	\$ 33,147.00	\$ 29,881.00	\$ 29,884.00
Section D - General Liability	\$ 9,852.00	\$ 9,940.00	\$ 9,855.00	\$ 9,927.00
Section E - Crime	\$ 4,183.00	\$ 4,183.00	\$ 4,183.00	included in property
Section F - Boiler & Machinery	included in property	included in property	included in property	included in property
Section G - Electronic Data Processing	included in property	included in property	included in property	included in property
Section H - Umbrella	\$ 10,247.00	\$ 9,986.00	\$ 9,894.00	\$ 10,036.00
Section I - Cyber	\$ 2,782.00	\$ 2,658.00		
	\$ 115,872.00	\$ 110,960.00	\$ 98,670.00	\$ 95,103.00

Renewal Proposal for Insurance, proposal # 1805 (continued)**Travelers**

Section A	Automobile	
	Combined Single Limit	\$ 1,000,000.00
	PIP	\$ 2,500.00
	Uninsured Motorist	\$ 1,000,000.00
	Deductible Comprehensive	\$ 1,000.00
	Deductible Collision	\$ 1,000.00

Indian Harbor

Section B	School Board Legal Liability	
	General Aggregate Limit	\$ 5,000,000.00
	Each Claim	\$ 5,000,000.00
	Deductible	\$ 25,000.00

Charter Oak Fire Insurance

Section C	Property	
	Blanket Buildings	\$ 28,971,250.00
	Blanket Contents	\$ 18,853,274.00
	Deductible - Each Occurrence	\$ 10,000.00
	Equipment Breakdown	included in property
	Deductible - EDP	\$ 5,000.00
	Deductible - Wind & Hail	1%

Charter Oak Fire Insurance

Section D	General Liability	
	Limit Per Occurrence	\$ 1,000,000.00
	Limit In Aggregate	\$ 2,000,000.00
	Deductible	\$ -

Travelers

Section E	Crime	
	Employee Dishonesty	\$ 1,000,000.00
	Deductible	\$ 10,000.00

Travelers

Section G	Electronic Data Processing	
	Coverage	included in property
	Deductible	\$ 5,000.00

Travelers

Section H	Umbrella	
	Coverage	\$ 10,000,000.00
	Self Insured Retention	\$ 10,000.00

Axis Insurance

Section I	Cyber	
	Total Policy Aggregate	\$ 1,000,000.00
	Enterprise Security Event Liability	\$ 1,000,000.00
	Business Interruption: Cyber System	\$ 1,000,000.00