

**GOVERNING BOARD AGENDA ITEM FORM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

---

**DATE OF MEETING:** July 1, 2010

**TITLE:** Award of Contract for Janitorial Supplies and Services Based on Responses to Request for Proposal (RFP) 09-0077

---

**BACKGROUND:**

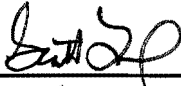
Request for Proposal 09-0077 was mailed to fifty-four vendors registered with the District providing janitorial supplies, consumables & implements. Twelve vendors responded, seven of which were no bids. Two vendors were deemed ineligible for award consideration and notified as such. The remaining three vendors were evaluated based on their expertise in custodial monitoring services, training, wood floor refurbishing in addition to their cost of cleaning products and implements.

---

**RECOMMENDATION:**

The Administration recommends the Governing Board approve the Award of Contract for Janitorial Supplies & Services to Jaric Distributors as per the attached evaluation.

---

<b>INITIATOR:</b> 	Scott Little, Chief Financial Officer	06/23/10
<hr style="width: 100%;"/>	<b>Name/Title</b>	<b>Date</b>

**ASSOCIATE SUPERINTENDENT  
SIGNATURE:**

---

**SUPERINTENDENT SIGNATURE:**



---

## Evaluation RFP 09-0077

The successful vendor is to conduct school & administrative site custodial inspections, bi-annual custodial training, supervision of the district's summer gym floor refurbishing program in addition to providing cleaning supplies, consumables & implements to the District. Site inspections to determine the level of cleanliness for restrooms, classrooms, offices, janitorial closets, work areas, etc. are conducted monthly. If remediation is required on the part of site custodians the vendor is to recommend the corrective action taken and provide a written inspection report to the site supervisor. A single individual is to be assigned this responsibility to foster a relationship of trust and expertise with District custodians to assist them in identifying problems, recommending solutions and offering mini-training sessions as needed. Responding vendors were asked to provide a resume for the staff person responsible for site inspections and three written references from Arizona K-12 Schools where similar work has been provided.

### Monthly Site Inspections Ten Points Possible (One Inspector):

Brady Industries 0 Points Jaric Distributors 8 Points Hillyard 0 Points

Points were awarded based on K-12 experience provided, training and certifications referenced.

#### Brady Industries:

Radley Olsen, Service Technician, with four years experience in building services contracting responsible for the management of cleaning contracts. Prior experience was retail grocery management responsible for quality assurance for fresh commodities. No K-12 site inspection experience or custodial certifications & training provided. Per the one reference received Brady Industries does not monitor custodial staff. Two of the references provided contained incorrect contact information or phone numbers. The two remaining references did not respond to repeated requests for information. Zero points were awarded based the lack of documented training, certifications and experience in K-12 site custodial site inspection and monitoring.

#### Hillyard Industries:

Mark C. Hansen, Account Manager, with three years recent experience with Hillyard Industries and eleven previous years experience as an owner and operator of MCH Marketing, a floor refinishing business providing floor maintenance and installation services. Certifications and training listed, wood floor maintenance, carpet cleaning & care, resilient tile maintenance, general cleaning practices, equipment efficiency, right to know, Hillyard Resilient Floor Care, Windsor Equipment, Hillyard Gym Floor Care and a Hillyard Carpet Care Certification. References provided were Safford K-12 school principals who directed all inquires to Mr. Del Johnson, Maintenance Supervisor for the district. Mr. Johnson said Hillyard has offered to come out on

several occasions to monitor custodian performance and will come on our request but the site custodial inspection program has not been implemented to date. Hillyard did provide a CCAP Facilities Program but it has not been implemented. Two points are awarded based on the limited custodial training, almost all in floor care, and the lack of a functioning site inspection program at Safford Schools.

Jaric Distributors:

Jose A. Castillo, Custodial Maintenance Consultant, with three years recent experience with Jaric Distributors and eight years experience as the owner and operator of a cleaning services company providing custodial services to commercial clients. Certifications and training listed, Compuclean Certification 2003 Custodial Maintenance Software Program, Spartan Training Certification 2003-Bloodborne Pathogens, carpet care, floor care, restroom care, office cleaning and classroom cleaning, Spartan Green Cleaning Specialist Certification. Three references responded with information regarding monthly inspections with two with mini-training sessions. Points awarded 8 points.

Bi-Annual Training Ten Points Possible (Two Trainers):

Brady Industries 4 Points Jaric Distributors 7 Points Hillyard 6 Points

Brady Industries:

Marv Manley has training experience with K-12 school districts and Boeing Company. He is responsible for all aspects of custodial training and continuing education. He has certifications and training in wood floor care systems and is familiar with many brands of custodial products.

David Barela, (Diversey) is a national field trainer for wood floor care and a participant in the American Society of Training Development & in the Maple Flooring Manufacturers Association. He maintains both an Institute of Inspection and Cleaning Restoration Certification and Hard Surface Flooring Inspection Certification.

The majority of training referenced for both these individuals is floor care. Four points awarded.

Hillyard Industries:

Jason B. Walton Train the Trainer Program, Blood Borne Pathogens, Hazard Communications, carpet care, cafeteria cleaning, office & workroom cleaning, cleaning gyms & auditoriums, cleaning restrooms & shower rooms, hard floor care, principles of cleaning efficiency, team cleaning concepts, creative problem solving, effective planning, motivating others, team development, OSHA safety compliance, Windsor equipment training, Betco Cleaning Procedures, IICRC certified carpet maintenance and the Hillyard Floor Care School. He is certified as an International Sanitary Supply Association Green Cleaning Professional.

Mark C. Hansen (see above).

Excellent documented custodial training experience by Mr. Walton with only limited custodial training per Mr. Hansen other than floor care. Six points awarded.

Jaric Distributors:

Matthew R. Franz Certified OSHA Hazard Communication and Blood Borne Pathogens Standards, Certified by ISSA CIMS (Cleaning Industry Management Standards), certified sustainability and green cleaning expert, green cleaning, sustainability and general cleaning & safety procedures.

Jose A. Castillo (see above).

Excellent certified custodial training experience as per Mr. Franz and good training experience per Mr. Castillo. Seven points awarded.

Summer Gymnasium Floor Refurbishing Ten Points Possible (One Trainer)

Brady Industries 9 Points Jaric Distributors 6 Points Hillyard 9 Points

Brady Industries:

David Barela, (see above) good floor care experience. Points awarded nine points.

Hillyard Industries:

Mark C. Hansen (see above) good floor care experience. Points awarded nine points.

Jaric Distributors:

Jose A. Castillo (see above) floor care experience provided. Points awarded six points.

Consumables & Implements Provided 70 Points Possible

Brady Industries 70 Points Jaric Distributors 64 Points Hillyard 64 Points

The successful vendor is to provide janitorial supplies, (consumables & implements) to the District's twenty-one schools and four administrative sites. Consumables are foam soap, floor finish removers, floor wax, sealers, glass & toilet bowl cleaners, disinfectants, graffiti removers, etc. Implements are mops, mop buckets, brooms, dust pans, gloves, plungers, toilet bowl brushes, mop handles, etc. The successful vendors shall hold prices fixed for fiscal year 2010/2011 ending June 30, 2011. Prices may be adjusted on annual contract renewal based on a change in the United States Department of Labor Producer Price Index – Commodities Code WPU0672 Chemicals & Allied Products.

Points awarded to be a maximum of 70 points to the vendor providing the lowest cost. Points awarded to remaining vendors to be a percentage of 70 points based on their cost of product. Please see the attached spreadsheet.

Award Information:

	Brady	Hillyard	Jaric
Monthly Site Inspections	0	2	8
Annual Training	4	6	7
Gym Floor Refurbishing	9	9	6
Cleaning Supplies	70	64	64
Total Points	83	81	85

Request For Proposal 09-0077

Attachment A	Jaric			Hillyard					Brady				
Consumables	Unit Cost	Est Five Month Usage	Green Seal Certified	Unit Cost	Adjusted Unit Cost	Est Five Month Usage	Est Five Month Usage (Adjusted UOM)	Green Seal Certified	Unit Cost	Adjusted Unit Cost	Est Five Month Usage	Est Five Month Usage (Adjusted UOM)	Green Seal Certified
TOTAL	\$1,077.73	\$45,597.42	9	\$1,103.09	\$1,288.58	\$43,864.71	\$55,196.82	13	\$1,062.11	\$1,025.30	\$45,700.27	\$42,354.87	9
Attachment B													
Implements	Unit Cost	Est Five Month Usage		Unit Cost		Est Five Month Usage			Unit Cost		Est Five Month Usage		
TOTAL	\$1,230.74	\$41,075.56		\$1,073.68		\$31,706.32			\$1,189.02		\$38,321.48		
GRAND TOTALS	Unit Cost	Est Five Month Usage	Green Seal Certified	Unit Cost	Adjusted Unit Cost	Est Five Month Usage	Est Five Month Usage (Adjusted UOM)	Green Seal Certified	Unit Cost	Adjusted Unit Cost	Est Five Month Usage	Est Five Month Usage (Adjusted UOM)	Green Seal Certified
	\$2,308.47	\$86,672.98	9		\$2,362.26		\$86,903.14	13		\$2,214.33		\$80,676.36	9