



Travis County Commissioners Court Agenda Request

Meeting Date: February 14, 2012

Prepared By/Phone Number: Loren Breland, 854-4854

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract award for Janitorial Services, TNR Locations, IFB NO. #B120071-LD, to the low bidder, Villeda Building Services.

Ø **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

This contract will provide janitorial services at TNR locations.

Bid #B12120071-LD was issued on 12/22/11 and 12 bids were received on 1/17/12. The award recommendation is to award to the low bidder, Villeda Building Services

Ø **Contract Expenditures:** Within the last 12 months \$13,570.00 has been spent against this requirement.

Ø **Contract-Related Information:**

Award Amount: \$15,118.08

Contract Type: Annual Contract

Contract Period: February 25, 2012 – February 24, 2013

Ø **Solicitation-Related Information:**

Solicitations Sent: 62

Responses Received: 12

HUB Information:

% HUB Subcontractor:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

Ø **Funding Information:**

Purchase Requisitions 551876, 551874, 551929 in H.T.E.

Funding Account(s): 099-4941-621-6099, 001-4945-631-6099, 038-4909-629-6099

Comments:

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TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13th Street
Executive Office Building, 11th Floor
P. O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

February 1, 2012

RECEIVED
TRAVIS COUNTY
2012 FEB - 2 AM 10: 07
PURCHASING
OFFICE

MEMORANDUM

TO: Cyd Grimes, County Purchasing Agent
Care B. [Signature]
FROM: Steven M. Manilla, P.E., County Executive
SUBJECT: Award of Solicitation B120071-LD
Janitorial Services, TNR Satellites

TNR has reviewed the above referenced bids and recommends award to the overall low bidder, Villeda Building Services.

The commodity/sub-commodity code for Janitorial Services is 910/039 and the budgeted line items are 099-4941-621-6099, 001-4945-631-6099 and 038-4909-629-6099.

If you need additional information, please contact Christina Jensen at 854-7670.

[Handwritten mark]
CJ:SMM:cj
Contract File

**TRAVIS COUNTY
Purchase Requisition**

Number : 0000551876
 Type : 1 PURCHASE REQUISITION
 Status : DEPARTMENT APPROVAL
 Reason : "PENDING CONTRACT AWARD"
 By : LYNDA J LISCANO 854-4630
 Date : 2/02/12
 Vendor : 78990 VILLEDA BUILDING SERVICE LLC
 Contract nbr :
 Ship to : AI AS INDICATED BELOW
 Deliver by date : 2/02/12
 Buyer :
 Fiscal year code : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
1	7.00	EA	TNR EAST METRO PAVILION PROVIDE: BASIC CLEANING
2	7.00	EA	TNR EAST METRO PAVILION: CLEAN INTERIOR WINDOWS
3	7.00	EA	TNR EAST METRO PAVILION: CLEAN EXTERIOR WINDOWS

+

Total: 1470.00

COMMENTS EXIST

F3=Exit F7=Alternate view

F9=Print

F10=Approval info F12=Cancel F20=Comments

**TRAVIS COUNTY
Purchase Requisition**

Number : 0000551874
 Type : 1 PURCHASE REQUISITION
 Status : READY FOR BUYER PROCESS
 Reason : "PENDING CONTRACT AWARD"
 By : LYNDA J LISCANO 854-4630
 Date : 2/02/12
 Vendor : 78990 VILLEDA BUILDING SERVICE LLC
 Contract nbr :
 Ship to : AI AS INDICATED BELOW
 Deliver by date : 2/02/12
 Buyer : LD LOREN BRELAND
 Fiscal year code : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description	
1	7.00	EA	WEST SERVICE CENTER PROVIDE: BASIC CLEANING SERVICES AND RESTROOM CLEANING	
2	1.00	EA	WEST SERVICE CENTER: FLOOR MAINTENANCE-STRIP,	+

Total: 5096.10

COMMENTS EXIST

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**TRAVIS COUNTY
Purchase Requisition**

2/06/12
08:55:22

Number : 0000551929
 Type : 1 PURCHASE REQUISITION
 Status : READY FOR BUYER PROCESS
 Reason : PENDING CONTRACT AWARD
 By : JON PEEPLES 854-9383
 Date : 2/02/12
 Vendor : 78990 VILLEDA BUILDING SERVICE LLC
 Contract nbr :
 Ship to : AI AS INDICATED BELOW
 Deliver by date : 2/02/12
 Buyer : LD LOREN BRELAND
 Fiscal year code : C C=Current year, P=Previous year, F=Future year

Type options, press Enter.

5=Display 8=Item extended description

Opt Line#	Quantity	UOM	Description
- 10	1.00	EA	CLEAN EXTERIOR WINDOWS SNOWDEN HOUSE
- 11	1.00	EA	CLEAN CARPETS

Total: 2534.28

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COMMENTS EXIST

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