

OHIO TURNPIKE COMMISSION

682 Prospect Street

Berea, Ohio 44017

**REQUEST FOR PROPOSALS FOR
JANITORIAL SERVICES
AT THE ERIE ISLANDS AND COMMODORE PERRY
-AND-
AT THE GREAT LAKES AND TOWPATH
SERVICE PLAZAS**

AGREEMENT TRM-10A

-AND-

AGREEMENT TRM-10B

ISSUE DATE:

July 18, 2013

INQUIRY END DATE:

5:00 P M (E D T) August 8, 2013

OPENING DATE:

2:00 p m. (E D T.), August 16, 2013

ATTENTION OF RESPONDING CONTRACTORS IS DIRECTED TO:

ANSWERS TO QUESTIONS RECEIVED THROUGH 5:00 P.M. (EDT), JULY 26, 2013

ANSWERS TO QUESTIONS RECEIVED THROUGH 5:00 P.M. July 26, 2013:

Q#1 Can you give us the current spend for the locations that are out for bid now, as well as the last Cost Performance Index?

A#1 *Be advised that the requirements under the current RFPs are different than those contained in the current and previous Contracts for Janitorial Services, and they provide the Selected Contractor(s) with more flexibility in managing operating expenses. Keeping the incomparability in mind, the Monthly Fees paid under the current Contracts for the Janitorial Services at the Service Plazas are as follows:*

Great Lakes and Towpath Service Plazas: \$20,950 per plaza, per month and \$9.25 per hour for additional services.

Erie Islands and Commodore Perry Service Plazas: \$23,595 per plaza, per month and \$9.70 per hour for additional services.

The Evaluations and Cost Performance Indexes for the previous competitive process utilized when recommending the award of Contracts to perform Janitorial Services at the Erie Islands and Commodore Perry and Great Lakes and Towpath Service Plazas are enclosed with this Q&A.

Q#2 What are the current bid/performance bond requirements for vendors performing janitorial services at service plazas?

A#2 *The Proposal Guarantee for bidding on the prior RFPs for Janitorial Services at the Service Plazas was the same as those contained in the current RFPs for those Service Plazas: \$50,000 (fifty thousand dollars) for each Service Plaza pair. See PART 3, Section B of the current RFPs, respectively.*

However, the Performance Bond required from the Selected Contractor under the past RFPs for Janitorial Services at the Service Plazas was the amount of the total annual Price Proposal for the Service Plazas, which is double the amount required under the current RFPs. See PART 9, Section Q, Subsection (iv) of the current RFPs, respectively.

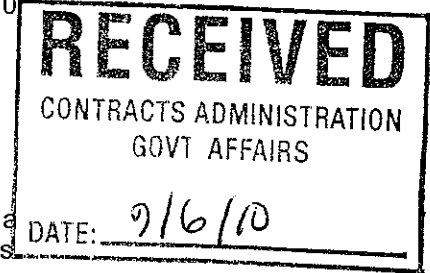
Further, the prior RFPs for Janitorial Services at the Service Plazas required the Selected Contractor to furnish Personnel/Employee Bonds covering each person assigned to duties at the Service Plazas in an amount not less than \$10,000 per employee. The current RFPs contain no such Personnel/Employee Bonds from the Selected Contract.



Inter-Office Communication

The
Ohio
Turnpike
Commission

July 6, 2010



TO: Director of Contracts Administration
FROM: Evaluation Team for Agreement TRM-9A
SUBJECT: Technical Evaluation and Recommendation for a
Janitorial Services Provider at the Commission's
Erie Islands and Commodore Perry Service Plazas
In response to RFP for Agreement TRM-9A

On July 1, 2010 at 9:00 AM, the Director of Service Plaza Operations, Eastern and Western Division Service Managers met to conduct a technical review of the three (3) proposals which were received in response to the above-referenced RFP. Proposals were received by ADW (Any Domestic Work), Inc., JDD, Inc. and Diversco Integrated Services. Taken into consideration were the Director of Contracts Administration's written comments provided with the RFP regarding any deficiencies and missing submission requirements. The Evaluation Team agreed to review the proposals individually, and then score the Proposals using a consensus scoring method.

The Evaluation Team consists of:

Director of Service Plaza Operations; Andrew Herberger
Eastern Division Service Plaza Manager: David DeFlorentis
Western Division Service Plaza Manager: Dana Brown

Based on the detailed technical review of the proposals, consensus scoring for the specified criteria is as follows:

Criteria	Total Pts.	Technical Score	Technical Score	Technical Score
		ADW, Inc.	JDD Inc.	Diversco Integrated Svcs
A. Responding Operators Understanding and Capability to perform Scope of Services	100	80	No Narrative, no score	95
B. Quality/Experience of Personnel	100	80	Not provided, no score	90
C. Past Performance	100	80	No references	80
D. Additional Factors	50	25	0	45
E. Completion and submission of all items in Part 3, Section D	50	40	0	40
F. Legal Requirements	Pass/Fail	PASS	Fail	PASS
TOTAL POINTS	400	305	Fail	350

Re: Technical Evaluation and Recommendation for a Janitorial Services Provider at the Commission's Erie Islands and Commodore Perry Service Plazas in response to RFP for Agreement TRM-9A (cont.).

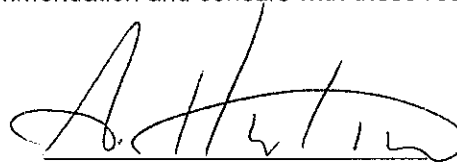
The technical scoring summary and this recommendation are based on the following factors:

- Out of a possible 400 points, the combined Technical Score for Diversco was 350, higher than ADW's score of 305. JDD receive a "Failing" score as their proposal lacked the necessary submission requirements from which to score the proposal.
- A review of the financial statements provided shows Diversco is currently in considerably better financial condition than ADW indicating their ability to provide the resources necessary to consistently perform the scope of services.
- Reference checks were conducted on all outside companies. Diversco received all satisfactory comments for past performance under previous agreements with comparable accounts.
- Fulfillment of all of the proposal requirements and responsiveness to requests for additional information. Diversco's responses to the additional follow up questions received via email on July 2, 2010 were detailed and appropriate and indicated a strong organizational structure and available resources.
- Diversco may have some specialized operational efficiencies that should work to their advantage financially, such as the provision of walk off mats, uniforms, pest control, waste and garbage removal, floor maintenance, parking lot maintenance, snow removal and window cleaning/washing. If this is an internal function, they would not need to outsource these functions or pay a markup to a sub-contractor.
- ADW's scores and past performance were weighted to reflect performance at the western SP-3 plazas more so than the eastern plazas due to the location of SP-4 being in Sandusky County.

Based on the results of the Technical Evaluation, the Evaluation Team scores Diversco highest, as the company with the most detailed, responsive and comprehensive proposal. The remaining proposal evaluations place ADW second. The JDD, Inc proposal received a "Fail" on Line F of the Technical Scoring Sheet due to significant deficiencies in their submission.

The Evaluation Team recommends that the Commission move forward by factoring in the price proposals to the technical scores to determine the successful bidder.

The Evaluation Team has reviewed this recommendation and concurs with these results.



Andrew Herberger
Director of Service Plaza Operations

✓/o David DeFlorentis
Eastern Division Service Plaza Manager



✓/o Dana Brown
Western Division Service Plaza Manager



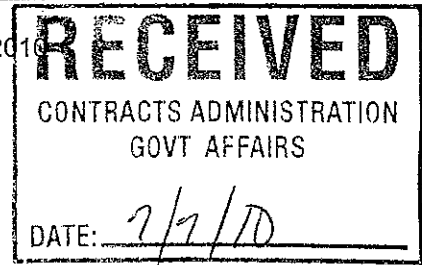
AH
Cc: Chief Engineer



Inter-Office Communication

The
Ohio
Turnpike
Commission

July 7, 2010



TO: Director of Contracts Administration

FROM: Director of Service Plaza Operations
Evaluation Team for Agreement TRM-9A

SUBJECT: **Addendum to:**
July 6, 2010 Recommendation for Janitorial Services Provider
at the Erie Islands and Commodore Perry Service Plazas
**Based on Technical Evaluation and Cost Performance Index
Combined Scores**

On July 1, 2010 at 9:00 AM, an Evaluation Team consisting of the Director of Service Plaza Operations, Eastern and Western Division Service Managers conducted a technical review of the three (3) proposals received in response to the above-referenced RFP, which was finalized on July 6, 2010 pending bidder responses to additional questions and financial review by the Commission's Comptroller. Diversco's proposal scored highest with a passing score of 350 out of 400 possible points. ADW's proposal scored second with a passing score of 305 out of 400 possible points. JDD, Inc.'s proposal failed to meet the submission requirements, and therefore received a failing score.

Upon conclusion of the technical review portion of the evaluation process, the Team's recommendation in the July 6, 2010 memorandum was "...that the Commission move forward by factoring in the price proposals to the technical scores to determine the successful bidder."

This recommendation was sent to Contracts Administration who had the Purchasing Manager independently factor the price proposals into the technical scores to come up with the Cost Performance Index (CPI) and a rating on which to base a final recommendation. The CPI indicated that after factoring the price proposals with the technical scores, ADW had a higher combined score than Diversco.

Both Diversco and ADW have passing technical scores and good references regarding past performance at comparable accounts. The CPI indicates that, while the combined scores are close, ADW has the higher final score. The Technical Evaluation Team is confident with either company's ability to successfully perform the required scope of services. However, the difference in cost to the Commission and the plaza vendors in CAM charges would be significant for comparable levels of service.

Therefore, in consideration of performance and cost factors as determined by separate and independent evaluations, the Technical Evaluation Team as represented by the Director of Service Plaza Operations agrees with these results and recommends ADW be awarded Contract TRM-9A to provide janitorial services at the Commission's Erie Islands and Commodore Perry Service Plazas.

Signed: _____

Andrew Herberger

Cc: Chief Engineer
East/West SP Division Managers

JANITORIAL SERVICES AT THE ERIE ISLANDS AND COMMODORE PERRY SERVICE PLAZAS

COST PERFORMANCE INDEX

<u>BIDDER</u>	<u>TECHNICAL SCORE</u>	<u>MONTHLY</u>		<u>PLAZA</u>	
		<u>PER PLAZA PRICING</u>	<u>HOURLY RATE</u>	<u>TOTAL COST</u>	<u>HOURLY RATE</u>
				<u>PERFORMANCE INDEX (x100)</u>	<u>PERFORMANCE INDEX</u>
Any Domestic Work, Inc. (ADW)	305	\$23,595.00	\$9.70	1.2926	31.4433
Diversco Integrated Services	350	\$27,764.94	\$12.60	1.2606	27.7778

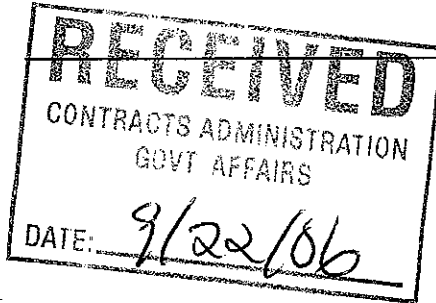
The highest Monthly Cost Performance Index and Hourly Rate Cost Performance Index is for the proposal submitted by Any Domestic Work, Inc.

- c: Chief Engineer
- Director of Service Plaza Operations
- Eastern Division Service Plaza Manager
- Western Division Service Plaza Manager



The
Ohio
Turnpike
Commission

Inter-Office Communication



September 22, 2006

TO: Director of Contracts Administration
 FROM: Evaluation Committee – SPJ-6
 SUBJECT: RFP for Janitorial Services SP-6
 Great Lakes and Towpath Service Plazas
 Agreement SPJ-6

On September 21, 2006 at 10:00 AM, the Deputy Executive Director, Director of Service Plaza Operations and Eastern Division Service Manager met to conduct a technical review of the three (3) proposals, which were received in response to the above-referenced RFP. Proposals were received by ADW (Any Domestic Work), Inc, Service Master by Horton, and York Building Maintenance. The Evaluation Committee agreed to evaluate the proposals on a consensus scoring method

The Evaluation Committee consists of:

Deputy Executive Director; Jerry Pursley
 Director of Service Plaza Operations; Andrew Herberger
 Division Service Plaza Manager-East; Dan Miller

Based on the technical review of the proposals, consensus scoring for the specified criteria is as follows (the price proposal is not factored into the consensus technical score);

Criteria	Total Pts. Available	Technical Score AVG.	Technical Score AVG.	Technical Score AVG.
		ADW, Inc.	York Building Maintenance	Service Master by Horton
A Responding Operators Understanding and Capability to perform Scope of Services	100	90	95	75
B. Quality/Experience of Personnel	100	95	90	75
C. Past Performance	175	170	170	125
D. Additional Factors	25	25	10	20
E Completion and submission of all items in Part 3, Section D	Pass/Fail	Pass 15	Pass 20	Fail
F. Legal Requirements	Not Scored	Pending	0 Pts. Deducted	0 Pts Deducted
TOTAL POINTS	400	395	385	295



The
Ohio
Turnpike
Commission

Inter-Office Communication

Page 2

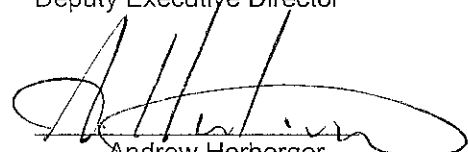
Based on the results of the technical evaluation, the committee recommends that the Ohio Turnpike Commission move forward factoring in the price proposals to the technical score.

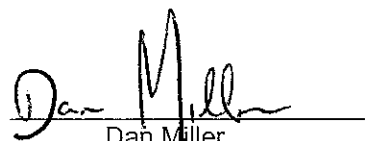
Provided the bidder's ranking remains unchanged and/or competitive after factoring in the price proposals, the committee recommends that the Commission award ADW, Inc. the Janitorial Services contract SPJ-6 for the Great Lakes and Towpath Service Plazas. This recommendation is based on the following factors:

- The Technical Score for ADW, Inc., was higher than the other respondents score to the Ohio Turnpike Commission's RFP.
- ADW, Inc. is our present Janitorial Service provider at the SP-3, SP-5 and SP-6 and SP-7 Service Plazas and has provided service on the Ohio Turnpike for over 6 years. To date, ADW, Inc. has satisfactorily performed the required scope of services and they have complied with the terms of their existing contracts.
- ADW, Inc. has over 27 years experience providing Janitorial services to commercial and industrial accounts.
- ADW's proposal met the requirements of the evaluation process.

Please indicate your approval below if you concur with this recommendation.


Jerry Pursley
Deputy Executive Director


Andrew Herberger
Director of Service Plaza Operations


Dan Miller
Division Service Plaza Manager

Cc: Executive Deputy Director
Eastern Division SP Manager
Purchasing Manager
File

V. 3/20/04

JANITORIAL SERVICES AT THE GREAT LAKES AND TOWPATH SERVICE PLAZAS

COST PERFORMANCE INDEX

<u>BIDDER</u>	<u>TECHNICAL SCORE</u>	<u>MONTHLY PER PLAZA PRICING</u>	<u>HOURLY RATE</u>	<u>PLAZA TOTAL COST PERFORMANCE INDEX (x100)</u>	<u>HOURLY RATE TOTAL COST PERFORMANCE INDEX</u>
Any Domestic Work, Inc.	395	\$20,950.00	\$9.25	1,885.4	42,702.7
York Building Maintenance, Inc.	385	\$24,800.00	\$11.50	1,552.4	33.4783
ServiceMaster by Horton	295	\$22,100.00	\$13.00	1,334.8	22.6923

The highest Monthly Cost Performance Index and Hourly Rate Cost Performance Index is for the proposal submitted by Any Domestic Work, Inc.

c: Deputy Executive Director
 Director of Contracts Administration
 Director of Service Plaza Operations
 Div. Service Plaza Manager - D. Miller