



MONTANA DEPARTMENT OF ADMINISTRATION

Director's Office

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NOTICE OF INTENT TO AWARD

Solicitation Title/Event Name:

Solicitation Number:

Solicitation Close Date:

Notice of Intent to Award Post Date:

Issuing Contracts Officer contact information:

The State intends to award a contract to the apparent successful offeror(s) of the above-mentioned solicitation. The Notice of Intent to Award shall not be considered a binding commitment by the state.

Under the Montana Procurement Act, the State has made the relevant scoring matrix/bid tab for the above-mentioned solicitation available for public inspection. Comments from the public regarding the proposed award must be submitted to the Contracts Officer listed above within this 7-day notice period.

Apparent Successful Offeror(s)

Unsuccessful Offeror(s)

Category	Possible Points	ABM Industry Groups LLC	Busy Bees Cleaning Service	Cole's Cleaning Company	Dayspring Restoration LLC	Sleeping Giant Cleaning INC	The Puritans Inc
Ability to Provide Services	600 Points Possible						
1.1 Overview of Services	100	60	85.0	90.0	80.0	99.0	100.0
1.2 Proposed Schedule	150	90	112.0	140.0	145.0	143.0	143.0
1.3 Operations Plan	350	209	262.0	285.0	335.0	320.0	340.0
Company Profile and Experience	200 Points Possible						
2.1 Business Experience	75	71	0.0	50.0	75.0	45.0	75.0
2.2 Qualifications of Key Personnel	75	71	0.0	0.0	75.0	45.0	50.0
2.3 References	50	48	48.0	30.0	42.0	48.0	48.0
Cost Proposal	200 Points Possible						
Annual Total Cost	150	150	128.1	128.1	87.6	142.3	122.1
Flat Hourly for after hours/event/emergency	50	36	50.0	16.8	22.9	33.3	29.1
Equal Pay	50 Points Possible						
Equal Pay for Montana Women	50	50	50.0	50.0	50.0	50.0	50.0
TECHNICAL	800	549	507.0	595.0	752.0	700.0	756.0
Cost Proposal	200	186	178.1	144.9	110.5	175.6	151.2
Total Points	1,000	735	685	740	862	876	907
Bonus Points Possible	50	50	50.0	50.0	50.0	50.0	50.0
FINAL TOTAL	1,050	785	735	790	912	926	957

ABM Industry Groups LLC			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	60	Mentions previous experience in Museum, overview was detailed but wasn't specific to MHS and was a general response that could be applied to any Vendor. Covers similar facilities and safety first mindset. Didn't address any specifics for MHS. Proposal not being organized according to the RFP format so it was very difficult to navigate and determine what was responded to and what was missed.
1.2 Proposed Schedule	150	90	Provided overview for schedule that seemed to adhere to MHS schedule but didn't provide a lot of explicit detail. Did include staffing coverage that seemed to match traffic hours but didn't address area specific needs as required or addressing projects.
1.3 Operations Plan	350	209	Canned response, was overly general and doesn't address any specific needs for MHS as specified in the RFP. Missed addressing anything regarding Appendix A or B for space specific requirements as posted. Covered very generalized equipment, QC, and management but missed substantial volume of requirements.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	71	Substantial experience in industry. Also demonstrated experience with large venues and included other museums. Some experience with most similar venues are newer.
2.2 Qualifications of Key Personnel	75	71	Key personnel are identified as upper management and qualified but didn't identify on site personnel.
2.3 References	50	48	References are similar in size and scope, but appear to be newer Contracts. Provided square footage and other details for each reference was helpful.

Busy Bees Cleaning Service			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	85	Format of response was a lot of information to review and wasn't organized according to RFP structure so it was difficult to navigate. Cover letter seemed to be overview of services but information in aggregate was good.
1.2 Proposed Schedule	150	112	Specifically mention supporting operating hours and flexibility to accommodate expending needs but doesn't identify what operating hours would be or mention after hours event scheduling. Didn't provide detailed shift schedule but did seem to outline an overlapping structure and how many staff on site. Didn't specifically mention after hours events or callouts.
1.3 Operations Plan	350	262	Provides general overview for operational controls, safety, training, uniforms. Included detailed materials list, noise reduction and other information. Doesn't address space specific requirements appendix, staff shortages or events staffing.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	0	Didn't provide any information about business experience, years in business, etc.
2.2 Qualifications of Key Personnel	75	0	Didn't provide any information regarding background or experience of key personnel. Generally described employee qualities and training that staff would have.
2.3 References	50	48	Provided written references in addition to complete contact information.

Cole's Cleaning Company			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	90	Address space specific cleaning information and services are broke out for each area and the intervals at which they will be done. Even referenced square footage of each space. Included operating hours, staffing, equipment needs, and generally addressed all requirements.
1.2 Proposed Schedule	150	140	Thorough breakout of times and staffing. Addressed all the required fields and also referenced details for space specific requirements and unique hours on weekends/events. Didn't discuss specific shifts for staff or overlapping schedule, just that two staff would be available and flexible .
1.3 Operations Plan	350	285	Responded to each bullet point according to the RFP but with minimal detail and description of plan of execution wasn't a thorough narrative. Basic outline of staffing and training. References part time staff but didn't explain in schedule and didn't include sample inspection sheet.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	50	Identified years in business and provided experience with other State Agencies but didn't go into detail on scope of scale of that experience. Didn't identify details, locations, square footage, or any other details for services provided.
2.2 Qualifications of Key Personnel	75	0	Didn't describe any detail on qualifications, training, or identify any of the key personnel in charge of managing/implementing.
2.3 References	50	30	Reference provided contact information for individual names but doesn't identify what company, organization, or any information for who those names are or what role they had.

Dayspring Restoration LLC			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	80	Listed services they would provide and tasks they would complete but didn't go into more detail. Did reference space specific requirements and anticipate risks. Format was difficult to navigate and didn't follow RFP format but did seem to include most information.
1.2 Proposed Schedule	150	145	Provided a work schedule that included reference to MHS unique daily hours. Also listed how staff would be distributed based on experience in shifts, quality checks, and monthly/annually/daily/etc. Response wasn't organized but did have high attention to detail.
1.3 Operations Plan	350	335	Outlined each individuals roles and responsibilities, training, and staff management. Included information for space specific needs and checklist, as well as equipment and quality control. Material not being organized again made it difficult to follow but information was addressed.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	75	Multiple decades in field and similar projects with State Agencies similar in scope and scale.
2.2 Qualifications of Key Personnel	75	75	Identified key personnel, their roles, and level of experience.
2.3 References	50	42	Provided complete contact information and business information. Didn't include additional information such as duration of services or scope scale of project performed.

Sleeping Giant Cleaning INC			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	99	Provided adequate details for services that can be provided and demonstrated understanding of square footage and area specific needs. Response included flexibility, need for communication and coordination, and safety and security.
1.2 Proposed Schedule	150	143	Provided detail response to hourly/monthly/quarterly information. Didn't include specific staff schedule but did reference building hours, area specific needs, events, security, etc. Referenced 5 staff would be trained and assigned to MHS. Some inconsistency between minimum staff being 1-2 or 2.
1.3 Operations Plan	350	320	Addressed each bullet point as according to the RFP. Discussed training and onboarding requirement for staff, needing escorts, etc. Didn't include sample inspection sheet or staff schedule. Didn't provide specifics or information on equipment.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	45	Newer company but has other State entity Contracts but not in similar scope or scale of projects and some were shorter services terms or smaller spaces.
2.2 Qualifications of Key Personnel	75	45	Did identify key personnel roles and implementation plan. However, didn't provide actual number of years of experience or background prior to company.
2.3 References	50	48	Provided complete reference information as well as project information.

The Puritans Inc			
Category	Possible Points	Points Awarded	Mandatory Justification Comments for Points Awarded
Evaluated RFP Section	Point Values	Score	Justification
Ability to Provide Services	600 Points Possible		
1.1 Overview of Services	100	100	Very good detail to approach to space specific requirements and even acknowledge that facility is multi use space. Excellently addressed the unique needs of MHS from event space to security and described a long term partnership.
1.2 Proposed Schedule	150	143	Schedule outlined details for each space by hours of the day and area specific requirements. Didn't identify quantity of staff for the shifts identified. Included weekly/monthly/quarterly schedule.
1.3 Operations Plan	350	340	Staffing plan identified onsite supervisors and overlap as well as for staff shortages, training, safety plan, etc. Addressed every bullet point in order. Didn't provide sample inspection sheet but did include inspection criteria.
Company Profile and Experience	200 Points Possible		
2.1 Business Experience	75	75	Many years in business with local presence including other public facilities, hospital, and Federal buildings with security requirements. Also included extensive additional capabilities.
2.2 Qualifications of Key Personnel	75	50	Key roles are clearly identified including description of duties in supervision and accountability. Provided years of experience but didn't provide as much detail on where years of experience was achieved with organization or just in industry. Simply listed bullet points.
2.3 References	50	48	Provided full contact information and included length and type of services

Cost Worksheet

Lowest overall cost receives the maximum allotted points. All other proposals receive a percentage of the points available based on their cost relationship to the lowest. Example: Total possible points for cost are 300. Offeror A's cost is \$20,000. Offeror B's cost is \$30,000. Offeror A would receive 300 points. Offeror B would receive 200 points ($\$20,000/\$30,000 = 67\% \times 300 \text{ points} = 200$).

Cost: Annual			
Points Available	150		
Lowest Cost	\$222,000.00		
Vendor Name	Proposed Cost	Points Earned	Notes:
ABM	\$222,000.00	150.00	
Busy Bees	\$259,950.00	128.10	
Coles	\$260,000.00	128.08	
DaySprings / Klean King	\$380,000.00	87.63	
Sleeping Giant	\$234,000.00	142.31	
Puritans	\$272,800.00	122.07	

Cost: Hourly			
Points Available	50		
Lowest Cost	\$32.00		
Vendor Name	Proposed Cost	Points Earned	Notes:
ABM	\$45.00	35.6	
Busy Bees	\$32.00	50.0	
Coles	\$95.00	16.8	
DaySprings / Klean King	\$70.00	22.9	
Sleeping Giant	\$48.00	33.3	
Puritans	\$55.00	29.1	