

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract for carpet and flooring services with Texan Floor Service for the Facilities Services department.

BACKGROUND

The College maintains flooring surfaces in order to preserve an appropriate appearance and safe walking surface. When flooring surfaces wear to the point of needing replacement or remodeling, the College requires the services of an outside flooring contractor to repair or replace the floor covering.

A request for proposals, Project Number 18-11, was issued to procure carpet and flooring services. Five responses were received and evaluated by a team consisting of Facilities Services staff who determined the proposal submitted by Texan Floor Service would provide the best value to the College. Texan Floor Service has been providing this service for the College for a number of years and the department has been very satisfied with the company's services.

IMPACT OF THIS ACTION

Properly maintained floors are important for safe operational use and contribute to the aesthetically pleasing image that the College is committed to maintaining. Failure to maintain appropriate and safe flooring surfaces can lead to unsafe and unsanitary conditions and can impact the perception the public may have about the College's facilities.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$150,000. This expenditure is funded from the Facilities Services department's 2017-2018 and 2018-2019 operating budget.

MONITORING AND REPORTING TIMELINE

The initial award term will be one year commencing on August 7, 2018 with renewal options of four (4) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
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Project Name
Project Number
Number of Evaluators

Carpet and Flooring Services
RFP 18-11
3

Stated Criteria	Criteria Explanation	Total Points Available	Texan Floor Service	Gomezfloor Covering	Azteca Designs, Inc.	Allied Associates Commercial Floors, Inc.	Oak Commercial Construction LLC
Price Proposal	Evaluated on a best overall value approach for the College	75	69	75	6	14	6
Project Understanding and Management	Management and technical approach to the scope of services, breadth and depth of the Plan Detail	75	62	60	53	17	18
Qualifications and Experience of Dealers and Installers	Firm and personnel's experience and reputation	60	51	51	45	14	17
Quality of Floor Covering	A list of Manufacturer's that Installers use	45	35	32	25	12	13
Warranty	Warranty on labor and products	30	26	17	24	12	7
References	References on recent projects	15	12	12	5	12	11
100 Points Each x 3 Evaluators		300	255	247	158	81	72
			Total Points Received				

Final Ranking	
Vendor Name	Total Score
Texan Floor Service	255
Gomezfloor Covering	247
Azteca Designs, Inc.	158
Allied Associates Commercial Floors, Inc.	81
Oak Commercial Construction LLC	72