

RESOLUTION NO. 2019- 554

A RESOLUTION AWARDING AN OPEN-END CONTRACT FOR THE FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES ON AN INDIVIDUAL LINE ITEM AND CATEGORICAL BASIS TO THE RESPECTIVE LOWEST BIDDERS.

WHEREAS, the City of Vineland has heretofore advertised for bids for the furnishing and delivery of Janitorial Supplies for the City of Vineland for the period commencing January 1, 2020 through December 31, 2020, with option for a second year commencing January 1, 2021 through December 31, 2021, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on November 26, 2019, bids were received, duly opened and read aloud, being referred to the Business Administrator for tabulation, evaluation, report and recommendation; and

WHEREAS, the Business Administrator has, under date of December 17, 2019, submitted a written report and tabulation of the bids received and has recommended that open-end contracts for the furnishing and delivery of Janitorial for the City of Vineland, be awarded at the estimated costs based on unit prices, on an individual line item and categorical basis to the respective lowest bidders, as follows:

CATEGORY A (PAPER PRODUCTS), C (FLOOR SUPPLIES), and D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

1. The Home Depot Pro, Mt. Laurel, NJ – **Estimated \$36,509.42**

CATEGORY B (CLEANERS & WAXES), D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

2. General Chemical & Supply Inc., Moorestown, NJ - **Estimated \$4,335.32**

CATEGORY D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

3. W.B. Mason Co., Inc., Egg Harbor, NJ – **Estimated \$10,836.80**

CATEGORY D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

4. Tri City Products, Vineland, NJ – **Estimated \$6,513.10**

said award considered in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said open-end contract for the furnishing and delivery of Janitorial Supplies for the City of Vineland, for the period commencing January 1, 2020 through December 31, 2020, with option for a second year commencing January 1, 2021 through December 31, 2021, be and the same is awarded at the above estimated costs based on unit prices and on an individual line item and categorical basis to the respective lowest bidders, as stated above, said award considered in the best interest of the City of Vineland, and the Purchasing Agent be and the same is hereby authorized and directed to issue purchase order contract for the same in behalf of the City; and

BE IT FURTHER RESOLVED that the City Comptroller has certified that the funds for the contract to be awarded herein are available.

Adopted:

President of Council

ATTEST:

City Clerk



December 17, 2019

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Board 11/26/19

Dear Mayor and Members of Council:

Submitted to you herewith for your consideration is our evaluation of the proposals submitted to the Purchasing Board on November 26, 2019.

FURNISHING AND DELIVERY OF JANITORIAL SUPPLIES FOR THE PERIOD COMMENCING JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, WITH OPTION FOR A SECOND YEAR COMMENCING JANUARY 1, 2021 THROUGH DECEMBER 31, 2021

It is the recommendation of the Purchasing Agent, which has the concurrence of the Business Administrator that a contract be awarded at an estimated costs based on unit prices, on an individual line item and categorical basis to the respective lowest bidders, as follows:

CATEGORY A (PAPER PRODUCTS), C (FLOOR SUPPLIES), and D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

1. The Home Depot Pro, Mt. Laurel, NJ – Estimated \$36,509.42

CATEGORY B (CLEANERS & WAXES), D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

2. General Chemical & Supply Inc., Moorestown, NJ - Estimated \$4,335.32

CATEGORY D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

3. W.B. Mason Co., Inc., Egg Harbor, NJ – Estimated \$10,836.80

CATEGORY D-Partial (DISINFECTANTS, CLEANERS, SOAPS & MISC. ITEMS):

4. Tri City Products, Vineland, NJ – Estimated \$6,513.10

We trust that the above recommendation will receive your favorable consideration and that the recommended resolution will be adopted as presented.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert E. Dickenson, Jr.", with the initials "RD" written below it.

Robert E. Dickenson, Jr.
Business Administrator

RD/wr

BID EVALUATION FORM

DEPARTMENT - PURCHASING/ALL Date: December 10, 2019

The undersigned recommends that a contract be awarded for the following:

1. Bid Title: **JANITORIAL SUPPLIES**
2. Amount to be Awarded: SEE ATTACHED
 Encumber Total Award
 Encumber by Supplemental Release
3. Engineer's Estimate: N/A
4. Amount Budget: \$ N/A
5. Account Number to be Charged **VARIOUS**
6. Date Bids Received: **NOVEMBER 26, 2019**
7. Date to be Awarded: **DECEMBER 23, 2019**
8. Recommended Vendor: **SEE ATTACHED**
9. Is Recommended Vendor the Apparent Lowest Bidder? Yes No
10. Comments/Special Instructions:
11. Evaluation Performed by: Miguel A. Mercado, QPA
12. Approved By: Miguel A. Mercado
13. Attached: (Check-Off List)
 Tabulation of Bids
 Justification for Vendor Recommendation (if applicable)
 Evaluation Data (if applicable)

Send copies to:

Purchasing Department
Business Administration

PURCHASING AGENT REVIEW
COV BID # 2019-44

Proposals were received and opened Tuesday, November 26, 2019 at 2:00 PM for Janitorial Supplies from the following:

WB Mason:	Category A – No Bid Category B – Incomplete Category C – \$1,826.00
The Home Depot Pro:	<u>Category A – \$22,907.53 (recommend award)</u> Category B – Incomplete <u>Category C – \$ 1,383.45 (recommend award)</u>
South Jersey Paper:	Category A – Incomplete Category B – Incomplete Category C – \$ 1,578.50
General Chemical:	Category A – Incomplete <u>Category B – \$ 1,994.02 (recommend award)</u> Category C – No Bid
Central Poly:	Category A – Incomplete Category B – No Bid Category C – No Bid
Tri City Products:	Category A – \$25,009.75 Category B – \$ 2,230.40 Category C – No Bid
Interboro Packaging:	Category A – No Bid Category B – No Bid Category C – No Bid

NOTE: "Incomplete" given to categories where bidder is substituting items or not providing costs for all items in a particular category. Category D is a Miscellaneous Item category and award is by individual line item. Due to four (4) Categories and over 70 line items it is not feasible to include each item and cost. Full results are located in Purchasing and can be

Comments: All submitted all the mandatory documents.

Recommendation: Following is the recommendation of award for each vendor:


The Home Depot Pro
804 East Gate Drive, Ste. 100
Mt. Laurel, NJ 08054
Open-End Contract for Janitorial Supplies
(Category A, C and D-Partial)
Estimated Amount: \$36,509.42

General Chemical & Supply Inc.
858 N. Lenola Rd., Unit 1A
Moorestown, NJ 08057
Open-End Contract for Janitorial Supplies
(Category B and D-Partial)
Estimated Amount: \$4,335.32

W.B. Mason Co., Inc.
350 Commerce Drive
Egg Harbor, NJ 08234
Open-End Contract for Janitorial Supplies
(Category D-Partial)
Estimated Amount: \$10,836.80

Tri City Products
2192 S. Delsea Drive
Vineland, NJ 08360
Open-End Contract for Janitorial Supplies
(Category D-Partial)
Estimated Amount: \$6,513.10

Contract Period: January 1, 2020 ending December 31, 2020 with an option for one (1) additional year ending December 31, 2021.


Miguel A. Mercado, QPA
Purchasing Agent