



Legislation Details (With Text)

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On agenda: 1/8/2020 **Final action:** 1/8/2020

Title: Authorize a three-year master agreement for janitorial supplies, trash bags, and liners for citywide use - M A N S Distributors, Inc. in an estimated amount of \$9,641,648.08, Eagle Brush & Chemical, Inc. in an estimated amount of \$1,242,500.00, Interboro Packaging Corp. in an estimated amount of \$644,926.10, Pollock Investments, Inc. dba Pollock Distributors in an estimated amount of \$29,265.74, Complete Supply, Inc. in an estimated amount of \$24,512.00, and All American Poly Corp. in an estimated amount of \$10,333.70, lowest responsible bidders of ten - Total estimated amount of \$11,593,185.62 - Financing: General Fund (\$3,252,078.66), Aviation Fund (\$7,836,614.53), Dallas Water Utilities Fund (\$306,020.63), Sanitation Operation Fund (\$88,426.67), Convention and Event Services Fund (\$77,333.17), Storm Drainage Management Operations Fund (\$32,211.96), and Communication Service Fund (\$500.00)

Sponsors:

Indexes: 100

Code sections:

Attachments: 1. Resolution

Date	Ver.	Action By	Action	Result
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STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 8, 2020

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for janitorial supplies, trash bags, and liners for citywide use - M A N S Distributors, Inc. in an estimated amount of \$9,641,648.08, Eagle Brush & Chemical, Inc. in an estimated amount of \$1,242,500.00, Interboro Packaging Corp. in an estimated amount of \$644,926.10, Pollock Investments, Inc. dba Pollock Distributors in an estimated amount of \$29,265.74, Complete Supply, Inc. in an estimated amount of \$24,512.00, and All American Poly Corp. in an estimated amount of \$10,333.70, lowest responsible bidders of ten - Total estimated amount of \$11,593,185.62 - Financing: General Fund (\$3,252,078.66), Aviation Fund (\$7,836,614.53), Dallas Water Utilities Fund (\$306,020.63), Sanitation Operation Fund (\$88,426.67), Convention and Event Services Fund (\$77,333.17), Storm Drainage Management Operations Fund (\$32,211.96), and Communication Service Fund (\$500.00)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement provides janitorial supplies, trash bags, and liners for citywide use. This agreement offers an efficient method of ordering products including, but not limited to, trash bags and liners, mops, brooms, scrubbing brushes, soap, detergent, floor waxes, polishes, paper towels, and toilet tissue as needs arise. These products are used daily to ensure City’s buildings are maintained, presentable, and clean.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors. Additionally, in an effort to secure more competition, the Office of Business Diversity sent notifications to chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 24, 2014, City Council authorized a three-year master agreement for janitorial supplies with Pollock Investments dba Pollock Paper Distributors, Eagle Brush & Chemical, Inc., M A N S Distributors, Inc., and San Benito Textile, Inc. by Resolution No. 14-1590.

On February 24, 2016, City Council authorized an increase to the master agreement with Pollock Investments dba Pollock Paper Distributors, Eagle Brush & Chemical, Inc., M A N S Distributors, Inc., and San Benito Textile, Inc. for janitorial supplies by Resolution No. 16-0329.

On August 10, 2016, City Council authorized a three-year master agreement for janitorial supplies, trash bags and liners with M A N S Distributors, Inc., Eagle Brush & Chemical, Inc., All American Poly Corp., Nationwide-Supplies, LP dba USA Supply, JBG Purchasing Group, LLC, Interboro Packaging Corp., Central Poly Corporation, and Pollock Investments dba Pollock Paper Distributors by Resolution No. 16-1172.

FISCAL INFORMATION

- General Fund - \$3,252,078.66 (Estimated amount)
- Aviation Fund - \$7,836,614.53 (Estimated amount)
- Dallas Water Utilities Fund - \$306,020.63 (Estimated amount)
- Sanitation Operation Fund - \$88,426.67 (Estimated amount)
- Convention and Event Services Fund - \$77,333.17 (Estimated amount)
- Storm Drainage Management Operations Fund - \$32,211.96 (Estimated amount)
- Communication Service Fund - \$500.00 (Estimated amount)

Fund	FY 2019-20	FY 2020-21	Future Years
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General Fund	\$1,035,955.26	\$1,043,841.45	\$1,172,281.95
Aviation Fund	\$1,959,153.00	\$2,612,205.00	\$3,265,256.53
Dallas Water Utilities Fund	\$ 102,006.87	\$ 102,006.88	\$ 102,006.88
Sanitation Operation Fund	\$ 29,500.00	\$ 29,500.00	\$ 29,426.67
Convention and Event Services Fund	\$ 25,000.00	\$ 25,000.00	\$ 27,333.17
Storm Drainage Management Operations Fund	\$ 10,737.32	\$ 10,737.32	\$ 10,737.32
Communication Service Fund	\$ 500.00	\$ 0.00	\$ 0.00
Total	\$3,162,852.45	\$3,823,290.65	\$4,607,042.52

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$11,593,185.62	Goods	18.00%	99.45%	\$11,529,074.18
• This contract exceeds the M/WBE goal.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BR1900010448. We opened them on June 28, 2019. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by line or group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*M A N S Distributors, Inc.	8700 Diplomacy Row Dallas, TX 75247	Multiple Lines or Groups
*Eagle Brush & Chemical, Inc.	11242 Indian Trail Dallas, TX 75229	Multiple Lines or Groups
*Interboro Packaging Corp.	114 Bracken Road Montgomery, NY 12549	Multiple Lines or Groups

*Pollack Investments, Inc. dba Pollock Distributors	1 Pollock Place Grand Prairie, TX 75050	Multiple Lines or Groups
*Complete Supply, Inc.	1624 West Crosby Street #144 Carrollton, TX 75006	Multiple Lines or Groups
*All American Poly Corp.	40 Turner Place Piscataway, NJ 08854	Multiple Lines or Groups
Medline Industries, Inc.	Three Lakes Drive Northfield, IL 60093	Non-responsive
Starks Janitorial Services	936 Ember Lane Mesquite, TX 75149	Non-responsive
The Bargain Source	2516 Morningside Drive Garland, TX 75041	Non-responsive
Central Poly Bag Corp.	2400 Bedle Place Linden, NJ 07036	Non-responsive

OWNERS

M A N S Distributors, Inc.

Suresh Kara, President
Purnima Kara, Chief Executive Officer

Eagle Brush & Chemical, Inc.

Rosanne K. Benoit, President

Interboro Packaging Corp.

Edith Jeremias, President
Abraham Jeremias, Vice President
Toby Friedman, Secretary
Chaim Bittman, Treasurer

Pollock Investments dba Pollock Distributors

Lawrence Pollock III, President
Tracy Evatt, Vice President
Richard Pollock, Secretary
Paul A. Garcia, Treasurer

Complete Supply, Inc.

Paris Bahcall, President
David Bahcall, Vice President
Price Bahcall, Treasurer

All American Poly Corp.

Jack Klein, President
Neil Koenig, Vice President
Jose Fernandez, Secretary
Zeke Rosenwasser, Treasurer