

August 7, 2020

Request for Proposal: #20-278 Basement Cleaning/Restoration Services for Water Main Breaks and Sewer Backups

Background

On June 22, 2020, a Request for Proposal: #20-278 Basement Cleaning/Restoration Services for Water Main Breaks and Sewer Backups was posted to the City of Iowa City's website. Vendors were required to submit all questions and clarifications regarding the Request for Proposal by 12:00 p.m., July 1, 2020. Each vendor was required to submit a proposal by 2:30 p.m., July 10, 2020. In addition, vendors were required to submit a complete proposal with the following items:

Item A - Proposal Summary

A letter, on the proposer's letterhead stationery, summarizing the submitted proposal. The letter must be signed by an officer of the proposer or a designated agent empowered to bind the firm in the contract offer. Acceptance or exceptions to our terms must be noted in the letter.

Item B - Company Information and Experience

The names, abilities, qualifications, applicable licenses or certifications (**including certifications that apply to the Standard for Professional Water Restoration S500**) and experience of the individuals who will be assigned to this contract and their experience on similar contracts. In addition, provide the number of staff who will be available to work on this contract when called by the City for the services.

Item C - References (Section Five)

A minimum of three (3) references from past and/or present clients for contracts similar in scope to this contract. Include the company or agency's name and address, the name, title, and phone number of each reference, and the term of the contract on the form. **References from other City of Iowa City employees will not be accepted.**

Complete and submit the form provided in Section Five.

Item D - Pricing Sheet and Company Information Form (Section Six)

A completed and signed Pricing and Company Information Form - The City is not responsible for the vendor's failure to provide information and pricing on required items. The submitted pricing must include all of the costs required to perform the tasks of this

contract. Any costs not included in the vendor's submitted proposal that are required to perform the services under this contract, will be the responsibility of the awarded vendor. These costs include, but are not limited to, labor, materials, equipment, and travel, etc.

Complete and submit the form provided in Section Six.

Item E -- Wage Theft Policy (Section Seven)

Review the City of Iowa City Wage Theft policy and complete the Wage Theft Affidavit.

The following vendor submitted a complete proposal on or before the proposal due date. The proposals were given to an Evaluation Committee comprising of two members from the wastewater division and one member of the water division to review:

- Servpro
- Americlean

The evaluation committee independently evaluated the merit of proposals received in accordance with the evaluation factors defined in the RFP. The evaluation process was based on a 100-point scale.

<u>POINT CATEGORY</u>	<u>ASSIGNED POINTS</u>
Firm Experience/Qualifications/Personnel	40
References	30
Pricing	<u>30</u>
Total	100

The committee members individually reviewed the proposal and its compliance with the specifications.

Vendor	
Servpro	88
Americlean	80

Points Possible 100

After a careful and thorough review of the proposals the evaluation committee recommends both Servpro and Americlean to receive the award. Servpro will serve as the main vendor for this contract and Americlean will be the alternate.

Recommended Vendor: Servpro and Americlean

Funding Account: Risk Management Fund

Contract Term: The term of this contract shall be for one three-year term beginning from the date of contract execution. The City may elect to renew this contract for one more three-year term based on satisfactory performance by the vendor.

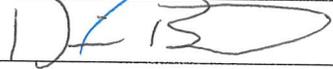
Contract Amount: \$100,000 for Servpro

Contract Amount: \$50,000 for Americlean

City Manager:



Director of Finance:



Public Works Director:

Ronald R. Keel

Assistant Finance Director: