



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., Friday, December 15, 2017
GHURA's Main Office
1st floor, Conference Room, Sinajana
AGENDA**

I. ROLL CALL

II. APPROVAL OF PREVIOUS BOARD MINUTES – November 29, 2017

Page(s)

III. CORRESPONDENCE AND REPORTS

1. Procurement Activity Report 1-2
(Reporting Period: April 2017 to September 2017)

IV. OLD BUSINESS

V. NEW BUSINESS

1. Intent of Award, IFB#GHURA-COCC-018-002 3-9
Refrigerators, Electric Stoves, Water Heaters, Coin Operated
Commercial Washers and Dryers
2. Intent of Award, IFB#GHURA-COCC-018-004 10-14
Janitorial and Grounds Maintenance Services for the GHURA Main
Office in Sinajana

VI. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Astumbo Gym Ribbon Cutting – December 27, 2017 @ 10:00 a.m.
2. Next proposed scheduled Board Meetings – Thursday, December 28th

VII. ADJOURNMENT

**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 p.m., December 15, 2017**

**GHURA Main Office, 1st floor conference room
Sinajana, Guam
MINUTES**

After notice was duly and timely given pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regular scheduled meeting of **December 15, 2017** at 12:00 p.m. at the GHURA Sinajana Main Office, 1st Floor Conference Room was conducted.

I. ATTENDANCE, QUORUM, AND CALL TO ORDER

COMMISSIONERS PRESENT: George A. Santos, Chairman
Thomas E. B. Borja, Vice-Chairman
George F. Pereda, Member
Joseph M. Leon Guerrero, Resident Commissioner
Carl V. Dominguez, Member

COMMISSIONERS ABSENT: Eliza U. Paulino, Member (excused)

LEGAL COUNSEL: Anthony Perez

MANAGEMENT & STAFF: Michael J. Duenas, Executive Director
Pedro A. Leon Guerrero, Deputy Director
Melinda Taitano, Special Assistant

Meeting was called to order at 12:00 p.m. by Chairman Santos who acknowledged the presence of the above attendees. The Chairman then indicated that the minimum number of Commissioners required for a quorum was present and that the meeting could proceed.

Minute No.	Ref. No.	Approval of Previous Board Meeting	Action By:
315/17		Chairman Santos called for a motion to be made on the approval of the Minutes for the previous Board Meeting on November 29, 2017.	
316/17		After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez and seconded by Vice Chairman Borja to approve the Board Minutes of November 29, 2017 as corrected.	
Minute No.	Ref. No.	Correspondence and Reports	Action By:
317/17		<p>Procurement Activity Report (Reporting Period: April 2017 to September 2017)</p> <p>Director Duenas stated that this is the summary of the 3rd and 4th quarter activities in terms of purchases the agency has made for the periods of April through June and then from July through September. Sixty-five percent of the purchase orders were generated by the four AMPs in the 3rd quarter and fifty-seven percent in the 4th quarter. Most of these purchase orders were for consumable inventory items. Some of the largest items are miscellaneous such as fuel purchased from GSA. Within the Central Office, the large items were under miscellaneous and equipment. The insurance coverage for the year is categorized under miscellaneous. Computer equipment represented the largest items purchased under the equipment category. Five vehicles were purchased</p>	Michael Duenas

Minute No.	Ref. No.	Correspondence and Reports	Action By:
317/17 (continuation)		<p>for the S8 program through an IDIQ with the local GSA.</p> <p>Director Duenas also stated that in an effort of keeping on top of our payables, we are processing many things through purchase order module.. Utility services are processed through the purchase order module. Doing so allows us to keep track of the payments made to vendors.</p>	
Minute No.	Ref. No.	New Business Items	Action By:
318/17		<p>Intent of Award, IFB#GHURA-COCC-018-002, Refrigerators, Electric Stoves, Water Heaters, Coin Operated Commercial Washers and Dryers</p> <p>Director Duenas stated this is our annual IDIQ for appliances. We are requesting an award to four vendors. Items #6 and 10 are not being awarded due to no bids because manufacturers are no longer carrying them. We are requesting the Board to approve Bid Items 1, 4, 8, & 9 to Town House Furniture for the total price of \$47,315.00; Items 2, 3, 5, 7, 14, & 15 to AFM Wholesales for the total of \$69,540.00; Items 11, 12, & 13 to Bensons for the total of \$27,625.00; and there will be no award for items 6 and 10. A purchase order will only be cut when an item is needed and then issued to the vendor. Benefits when dealing with the IDIQ is that the price is locked in, the warranty period of an item doesn't go in effect until the item is received, the costs of storage space is</p>	Michael Duenas

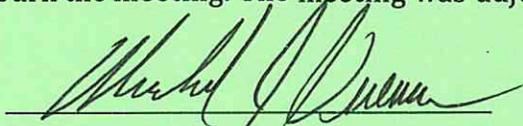
Minute No.	Ref. No.	New Business Items	Action By:
<p>318/17 (continuation)</p> <p>319/17</p>		<p>saved due to not having to purchase everything all at once, and the flexibility of purchasing more of one item than the other.</p> <p>A motion was made by Commissioner Dominguez and seconded by Vice Chairman Borja to approve the bid awards as presented for IFB#GHURA-COCC-018-002 in the total amount of \$144,480.00. Without further discussion or objection, the motion was approved.</p>	
<p>320/17</p>		<p>Intent of Award, IFB#GHURA-COCC-018-004, Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana</p> <p>Director Duenas stated this is a IFB for Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana. Identified in the packet was 3 bid items. 4 vendors picked up bids but only 3 vendors submitted bids. These vendors were JJ Global, MTO Maintenance, and Advance Management. After review, we are requesting the Board to approve the award for Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana to Advance Management for Bid Item 1 - Janitorial Services, Monday thru Saturday for the total of \$20,100.00; Bid Item 2 - Grounds Maintenance for the total of \$2,928.00; and Bid Item 3 - Grass Cutting for the total of \$3,237.50.00.</p>	<p>Michael Duenas</p>

Minute No.	Ref. No.	New Business Items	Action By:
321/17		A motion was made by Vice Chairman Borja and seconded by Commissioner Dominguez to approve the award of IFB#GHURA-COCC-018-004 to Advance Management for Bid Items 1, 2, and 3 for the total amount of \$26,265.50. Without further discussion or objection, the motion was approved	
Minute No.	Ref. No.	General Discussion / Announcements	Action By
322/17		RIBBON CUTTING - Astumbo Gym scheduled for Wednesday, December 27, 2017 @ 10 a.m.	
323/17		GHURA's 55 TH Anniversary - Monday December 18 th , Luncheon @ 12 p.m. and Staff Development @ 2:30pm to 4:30pm	
324/17		Next Proposed Scheduled Meeting: Thursday, December 28 th	

325/17 **ADJOURNMENT**

There being no further business before the Board, a motion was made by **Commissioner Dominguez** and Seconded by **Vice Chairman Borja**, which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at 12:32 p.m.

(SEAL)



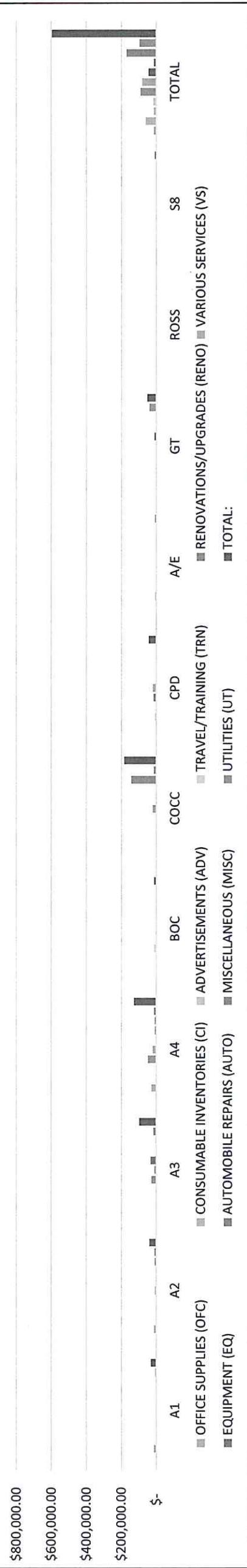
MICHAEL J. DUENAS
Board Secretary/Executive Director

3RD QUARTER APR 2017 - JUN 2017

	A1	A2	A3	A4	BOC	COCC	CPD	A/E	GT	ROSS	S8	TOTAL
OFFICE SUPPLIES (OFC)	\$ 525.00	\$ 1,747.52	\$ -	\$ 4,470.71	\$ -	\$ 3,444.73	\$ -	\$ -	\$ 744.50	\$ -	\$ 3,304.04	\$ 14,236.50
CONSUMABLE INVENTORIES (CI)	\$ 14,159.66	\$ 12,832.77	\$ 3,500.99	\$ 27,155.32	\$ -	\$ 550.56	\$ -	\$ -	\$ 2,073.26	\$ -	\$ -	\$ 60,272.56
ADVERTISEMENTS (ADV)	\$ 614.25	\$ 614.25	\$ 614.25	\$ 614.25	\$ -	\$ 384.00	\$ 4,801.80	\$ 6,681.00	\$ -	\$ -	\$ -	\$ 14,323.80
TRAVEL/TRAINING (TRN)	\$ 508.00	\$ 300.00	\$ 716.00	\$ 358.00	\$ 12,262.14	\$ 1,872.00	\$ 590.00	\$ -	\$ 416.00	\$ -	\$ -	\$ 17,022.14
RENOVATIONS/UPGRADES (RENO)	\$ -	\$ -	\$ 27,606.30	\$ 46,601.30	\$ -	\$ -	\$ 14,783.00	\$ -	\$ -	\$ -	\$ -	\$ 88,990.60
VARIOUS SERVICES (VS)	\$ 4,088.19	\$ 6,040.96	\$ 10,121.04	\$ 19,615.77	\$ -	\$ 20,999.40	\$ 18,732.18	\$ -	\$ -	\$ -	\$ 870.00	\$ 80,467.54
EQUIPMENT (EQ)	\$ -	\$ -	\$ 31,710.00	\$ 2,246.86	\$ -	\$ -	\$ -	\$ -	\$ 9,390.23	\$ -	\$ -	\$ 43,347.09
AUTOMOBILE REPAIRS (AUTO)	\$ 2,195.00	\$ 1,130.00	\$ 2,072.32	\$ 5,976.65	\$ -	\$ 140.00	\$ 1,564.00	\$ -	\$ -	\$ -	\$ 50.00	\$ 13,127.97
MISCELLANEOUS (MISC)	\$ 3,277.37	\$ 7,050.75	\$ 4,292.94	\$ 7,127.00	\$ -	\$ 142,339.33	\$ 1,611.80	\$ -	\$ 449.50	\$ -	\$ 3,052.75	\$ 169,201.44
UTILITIES (UT)	\$ 5,097.18	\$ 8,159.38	\$ 16,161.59	\$ 13,049.29	\$ -	\$ 13,772.28	\$ 430.60	\$ -	\$ 38,025.68	\$ -	\$ -	\$ 94,696.00
TOTAL:	\$ 30,464.65	\$ 37,875.63	\$ 96,795.43	\$ 127,215.15	\$ 12,262.14	\$ 183,502.30	\$ 42,513.38	\$ 6,681.00	\$ 51,099.17	\$ -	\$ 7,276.79	\$ 595,685.64

	A1	A2	A3	A4	BOC	PROC	TOTAL
NUMBER OF PURCHASE ORDERS	37	65	49	112	142	405	
NUMBER OF CANCELLED POS	2	2	0	3	2	9	
NUMBER OF AMENDED POS	0	0	0	1	0	1	

3rd Quarter Procurement Activity by Division Apr '17 - Jun '17

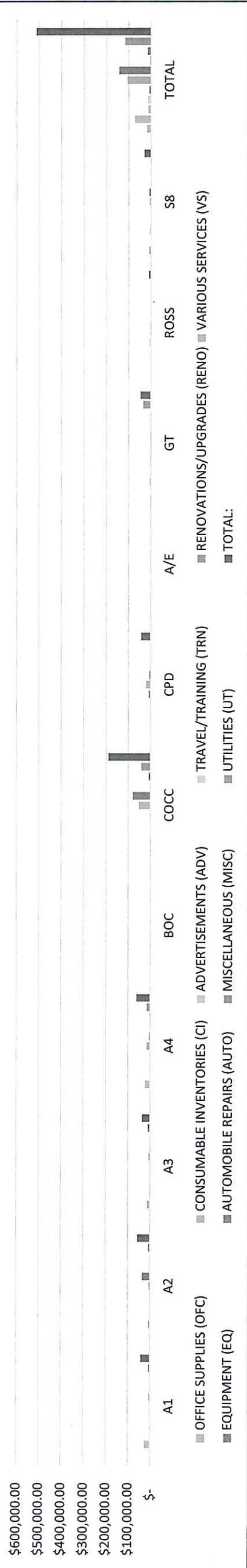


4TH QUARTER JUL 2017 - SEPT 2017

	A1	A2	A3	A4	BOC	COCC	CPD	A/E	GT	ROSS	S8	TOTAL
OFFICE SUPPLIES (OFC)	\$ 1,562.18	\$ -	\$ 1,061.77	\$ 675.85	\$ -	\$ 3,230.87	\$ 2,674.32	\$ -	\$ 268.00	\$ 964.59	\$ 8,743.97	\$ 19,181.55
CONSUMABLE INVENTORIES (CI)	\$ 24,681.83	\$ 6,818.33	\$ 12,515.81	\$ 22,583.52	\$ -	\$ 978.53	\$ -	\$ -	\$ 4,861.90	\$ -	\$ 350.52	\$ 72,790.44
ADVERTISEMENTS (ADV)	\$ -	\$ 1,220.50	\$ 1,220.50	\$ -	\$ -	\$ 1,842.00	\$ 3,312.00	\$ -	\$ -	\$ -	\$ 4,924.00	\$ 12,519.00
TRAVEL/TRAINING (TRN)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 991.60	\$ 2,100.00	\$ -	\$ 4,551.30	\$ 6,743.30	\$ 240.00	\$ 14,626.20
RENOVATIONS/UPGRADES (RENO)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,226.00	\$ -	\$ -	\$ -	\$ -	\$ 8,226.00
VARIOUS SERVICES (VS)	\$ 3,252.11	\$ 4,301.21	\$ 3,806.11	\$ 15,961.35	\$ -	\$ 52,717.71	\$ 19,716.79	\$ -	\$ 456.00	\$ -	\$ 5,546.13	\$ 105,757.41
EQUIPMENT (EQ)	\$ 4,403.45	\$ 35,600.57	\$ 5,103.00	\$ 3,833.86	\$ -	\$ 79,350.00	\$ 4,782.00	\$ -	\$ 1,594.00	\$ 376.00	\$ 7,926.00	\$ 142,968.88
AUTOMOBILE REPAIRS (AUTO)	\$ -	\$ 264.00	\$ 470.26	\$ 1,910.00	\$ -	\$ 610.00	\$ 115.00	\$ -	\$ 55.31	\$ -	\$ 532.00	\$ 3,956.57
MISCELLANEOUS (MISC)	\$ 511.15	\$ 504.50	\$ 1,897.80	\$ 886.50	\$ -	\$ 7,828.78	\$ 1,000.00	\$ -	\$ 308.44	\$ 1,393.00	\$ 1,605.06	\$ 15,935.23
UTILITIES (UT)	\$ 6,965.01	\$ 7,719.66	\$ 9,868.38	\$ 16,508.65	\$ -	\$ 41,076.81	\$ -	\$ -	\$ 34,265.41	\$ -	\$ -	\$ 116,403.92
TOTAL:	\$ 41,375.73	\$ 56,428.77	\$ 35,943.63	\$ 62,359.73	\$ -	\$ 188,626.30	\$ 41,926.11	\$ -	\$ 46,360.36	\$ 9,476.89	\$ 29,867.68	\$ 512,365.20

	A1	A2	A3	A4	BOC	PROC	TOTAL
NUMBER OF PURCHASE ORDERS	37	41	56	79	161		374
NUMBER OF CANCELLED POS	0	0	0	4	0		4
NUMBER OF AMENDED POS	0	0	0	0	0		0

4th Quarter Procurement Activity by Division Jul '17 - Sept '17



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT**

MEMORANDUM:

December 4, 2017

TO: Board of Commissioners

FROM: Michael J. Duenas, Executive Director

SUBJECT: Intend of Award
IFB GHURA-COCC-018-002- Refrigerators, Electric Stoves, Water Heaters, Coin Operated Commercial Washer and Dryers

Bid opening for the subject IFB was held on 2:00p.m., Monday, October 30, 2017. A total of three (3) vendors picked up a bid packet and a total of three (3) vendors submitted a bid. Listed below are the results of the bids submitted, which were opened and read aloud in the order they were received.

Table 1.1 – Bid Tabulation and Price Analysis

Bid Item	Description	QTY	Bensons	Town House Furniture	AFM Wholesales	Last Year's IDIQ price comparison
1	15.5 - 16 CF Refrigerator Top Mount Reg. Door Handles	25	No Bid	<u>\$538.00 ea.</u> <u>\$13,450.00</u>	No Bid	\$519.00 TH
2	17.5 - 18 CF Refrigerator Top Mount Reg. Door Handles	30	No Bid	\$659.00 ea. \$19,770.00	<u>\$649.00 ea.</u> <u>\$19,470.00</u>	\$565.00 TH
3	20.5 - 21 CF Refrigerator Top Mount Reg. Door Handles	20	No Bid	\$895.00 ea. \$17,900.00	<u>\$775.00 ea.</u> <u>\$15,500.00</u>	\$775.00 AFM
4	15.5 - 16 CF Refrigerator Top Mount Recessed Door Handles	25	No Bid	<u>\$544.00 ea.</u> <u>\$13,600.00</u>	No Bid	No Bid
5	17.5 - 18 CF Refrigerator Top Mount Recessed Door Handles	30	No Bid	No Bid	<u>\$599.00 ea.</u> <u>\$17,970.00</u>	No Bid
6	20.5 - 21 CF Refrigerator Top Mount Recessed Door Handles	20	No Bid	No Bid	No Bid	No Bid

7	Rear Control Electric Stove-30" (Non- Digital Model) with Electric Cord, 220 Volt	20	No Bid	\$389.00 ea. \$11,670.00	<u>\$370.00 ea.</u> <u>\$11,100.00</u>	\$388.00 TH
8	Front Control Electric Stove-30" (Non- Digital Model) with Electric Cord, 220 Volt	20	No Bid	<u>\$699.00 ea.</u> <u>\$13,980.00</u>	No Bid	No Bid
9	Rear Control Electric Stove-30" (Smooth Glass Top) with Electric Cord, 220 Volt	20	No Bid	<u>\$419.00 ea.</u> <u>\$6,285.00</u>	\$549.00 ea. \$8,235.00	\$569.00 TH
10	Front Control Electric Stove-30" (Smooth Glass Top) with Electric Cord, 220 Volt	20	No Bid	*\$1,295.00 ea. \$12,950.00	No Bid	\$549.00 TH
11	Water Heater (Low Boy) 19-20 gal	25	<u>\$295.00 ea.</u> <u>\$7,375.00</u>	No Bid	No Bid	\$265.00 Benson
12	Water Heater (Low Boy) 30 gal	25	<u>\$410.00 ea.</u> <u>\$10,250.00</u>	No Bid	No Bid	\$360.00 Benson
13	Water Heater (Upright) 30 gal	25	<u>\$400.00 ea.</u> <u>\$8,000.00 s/b</u> <u>\$10,000.00</u>	No Bid	No Bid	\$320.00 Benson
14	Electric Coin Operated Commercial Washer w/Meter Case (Must be ADA compliant)	2	No Bid	No Bid	<u>\$1,375.00 ea.</u> <u>\$2,750.00</u>	\$1,389.00 AFM
15	Electric Coin Operated Commercial Dryer w/Meter Case	2	No Bid	No bid	<u>\$1,375.00 ea.</u> <u>\$2,750.00</u>	\$1,225.00 TH

	(Must be ADA compliant)					
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Based on the evaluation of all bid submissions, the bidders were deemed lowest responsible responsive for the following bid items:

Vendor	Bid Items	Total Price
Town House Furniture	1, 4, 8 & 9	\$47,315.00
AFM Wholesales	2, 3, 5, 7, 14 & 15	\$69,540.00
Bensons	11, 12 & 13	\$27,625.00
No Award	6 & 10	\$0.00
		\$142,480.00

IDIQ Estimate based on projected quantities by AMP Site & GT

No Award: Bid item 6 - 20.5-21cf Refrigerator, top mount with recessed handle is a no bid item. The current vendor(s) AFM Wholesale and Townhouse Furniture informed GHURA that their manufacturers are no longer making this model. Bid item 10 - Front control electric stove with smooth glass top was not awarded due to cost. Last year's price was \$549.00 compared to this year's \$1,295.00. *According to the vendor, Town House, the model that was offered last year is no longer available at this time.

Request for Award: GHURA respectfully requests the Board of Commissions to approve the purchase of the following: Bid items#1, 4, 8 & 9 to Town House Furniture for \$47,315.00, Bid items#2, 3, 5, 7, 14 & 15 to AFM Wholesales for \$69,540.00 and Bid Items#11, 12 & 13 to Bensons for 27,625.00.

Evaluation members: Philly San Nicolas, AMP4 PSM and Priscilla Rideb, BSII

Attachments: Bid Evaluation
Bid Abstract

At the Regular Board Meeting of December 15, 2017, a motion was made by Commissioner Dominguez and seconded by Vice Chairman Borja to approve the purchase of the following Bid Items #1, 4, 8 & 9 to Town House Furniture for \$47,315.00, Bid Items #2, 3, 5, 7, 14 & 15 to AFM Wholesales for \$69,540.00 and Bid Items #11, 12 & 13 to Bensons for \$27,625.00. A grand total bid amount of \$144,480.00. Without any further discussion and objection, the Motion was approved.

Executive Director
Michael Duenas

Guam Housing and Urban Renewal Authority
IFB#GHURA-COCC-018-001 Refrigerators, Electric Stoves, Water Heaters, Coin Operated Washers & Dryers
Bid Tabulation/Abstract

Bid Opening: 2:00p.m., Monday, October 30, 2017

	NAME OF BIDDER	Bid Price	BID BOND	NAME OF BONDING CO. AND ADDRESS	Power of Attorney	Certificate of Authority	Ownership AG 002	NON-COL AG003	Gratuities AG004	Ethical AG005	DOL Wage AG006	Contingent AG007	HUD 5369-C	Contact for Contract Form	Vendor Bid Form	Descriptive Literature	Business License	Comments
1	BEN SAN'S		✓ 15% %		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
2	TOWN HOUSE		✓ 14,720.15 BDH				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
3	AFM WHOLE SALE		✓ LOC 11,666.25 BOG				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
4																		

ATTESTED BY: ALICE JAMES
Alice James
10/30/17

BID OPENED BY: PRISCILLA RIOS
TITLE: BUYER SUPERVISOR II
DATE: 10/30/17

Bid Item	Description	Qty	Vendor 1			Vendor 2			Vendor 3			Vendor 4		
			Model No.:	Unit Price:	Extended Price:	Model No.:	Unit Price:	Extended Price:	Model No.:	Unit Price:	Extended Price:	Model No.:	Unit Price:	Extended Price:
1	REFRIGERATOR TOP MOUNT WITH REGULAR DOOR HANDLES	25	BEWSB'S	NO BID		TOUN HOUSE	G.E.		AFM WHOLESALE					
	15.5 - 16 Cubic Feet						STE16DTHWN	\$538. -	NO BID					
	Extended Price:							\$13,450. -	OK					
2	REFRIGERATOR TOP MOUNT WITH REGULAR DOOR HANDLES	30	NO BID			G.E.			WHIRLPOOL					
	17.5 - 18 Cubic Feet					STE18ETHWN	\$659. -		WRT1387ZDW					
	Extended Price:							\$19,770. -		\$649. -	OK			
3	REFRIGERATOR TOP MOUNT WITH REGULAR DOOR HANDLES	20	NO BID			G.E.			WHIRLPOOL					
	20.5 - 21 Cubic Feet					STE21GTHWN	\$895. -		WRT541S2W					
	Extended Price:							\$17,900. -		\$775. -	OK			
4	REFRIGERATOR TOP MOUNT WITH RECESSED DOOR HANDLES	25	NO BID			G.E.			NO BID					
	15.5 - 16 Cubic Feet					STE16DTHWN	\$544. -							
	Extended Price:							\$13,600. -	OK					
5	REFRIGERATOR TOP MOUNT WITH RECESSED DOOR HANDLES	30	NO BID						AMANA					
	17.5 - 18 Cubic Feet								ART348FFFW					
	Extended Price:									\$599. -	OK			
	REFRIGERATOR TOP MOUNT WITH RECESSED DOOR HANDLES													

		Vendor 1	Vendor 2	Vendor 3	Vendor 4
6	20.5-21 Cubic Feet	NO BID	NO BID	NO BID	NO BID
7	REAR CONTROL ELECTRIC STOVE - 30 INCHES (NON DIGITAL MODEL) W/ELECTRIC CORD, 220 VOLT	NO BID	G.E. VBS300KWN \$389.- \$11,670.-	AMANA AER2303MFW \$370.- ✓ \$11,100.-	AMANA AER2303MFW
8	FRONT CONTROL ELECTRIC STOVE - 30 INCHES (NON DIGITAL MODEL) W/ELECTRIC CORD, 220 VOLT	NO BID	G.E. * VB450DFWN ✓ \$679.- \$13,980.-	NO BID	NO BID
9	REAR CONTROL ELECTRIC STOVE - 30 INCHES (SMOOTH GLASS TOP) W/ELECTRIC CORD, 220 VOLT	NO BID	G.E. * VBS600FWN * \$419.- ✓ \$6,285.-	AMANA AER6303MFW \$549.- \$8,235.-	AMANA AER6303MFW
10	FRONT CONTROL ELECTRIC STOVE - 30 INCHES (SMOOTH GLASS TOP) W/ELECTRIC CORD, 220 VOLT	NO BID	G.E. * JS7600LWN * \$1,295.- ✓ \$12,950.-	NO BID	NO BID
11	WATER HEATER (LOW BOY) 19-20 GALLON ELECTRIC	EG1-204-015SV ✓ AMERICAN WATER HEATER \$295.- \$7375.-	NO BID	NO BID	NO BID

		Vendor 1		Vendor 2		Vendor 3		Vendor 4	
12	WATER HEATER (LOW BOY) 30 GALLON ELECTRIC	25	Model No.: EG2-30L-045DV AMERICAN WATER HEATER	NO BID	NO BID	NO BID	NO BID		
	Unit Price: Extended Price:		\$ 410. - \$ 10,250. -						
13	WATER HEATER (UPRIGHT) 30 GALLON ELECTRIC	25	Model No.: EG2-30H-045DV AMERICAN WATER HEATER	NO BID	NO BID	NO BID	NO BID		
	Unit Price: Extended Price:		\$ 400. - \$ 8,000. -						
14	ELECTRIC COIN OPERATED COMMERCIAL WASHER W/METER CASE (MUST BE ADA COMPLIANT)	2	Model No.: NO BID	NO BID	NO BID	WH1RLP00L CHW8990CW	WH1RLP00L CHW8990CW		
	Unit Price: Extended Price:					\$ 1,375. - \$ 2,750. -	\$ 1,375. - \$ 2,750. -		
15	ELECTRIC COIN OPERATED COMMERCIAL DRYER W/METER CASE (MUST BE ADA COMPLIANT)	2	Model No.: NO BID	MAYTAG MHN33P00CW	MAYTAG MHN33P00CW	WH1RLP00L CED8990XW	WH1RLP00L CED8990XW		
	Unit Price: Extended Price:			\$ 1,599. - \$ 3,198. -	\$ 1,599. - \$ 3,198. -	\$ 1,375. - \$ 2,750. -	\$ 1,375. - \$ 2,750. -		
TOTAL BID PRICE:									

Priscilla Ruesch 10/30/17

 ALICE JAMES

 Alice James 10/30/17

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT**

MEMORANDUM:

December 4, 2017

TO: Board of Commissioners

FROM: Michael J. Duenas, Executive Director

SUBJECT: Intend of Award
IFB GHURA-COCC-018-004 Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana

The bid opening for the subject IFB for Janitorial and Grounds Maintenance Services was held on 2:00p.m., Wednesday, November 15, 2017. There was a total four (4) vendors that purchased a bid packet but a total of three (3) vendors that submitted a bid. Listed below are the results of the three (3) bid submission which were opened and read aloud in the order they were received.

Table 1.1 Bid Tabulation

Bid Item No.:	Description	Vendor 1: JJ Global	Vendor 2: MTO Maintenance	Vendor 3: Advance Management
1	J.J. Global Bid Item 1: Janitorial Services Monday – Friday	\$3,337.71 x 12 = \$40,052.52	\$3,649.00 x 12 = \$43,788.00	\$1,685.00 x 12 = \$20,220.00
2	Bid Item 2: Grounds Maintenance Services	\$667.54 x 12 = \$8,010.48	\$431.00 x 12 = \$5,172.00	\$244.00 x 12 = \$2,928.00
3	Bid Item 3: Grass Cutting (Every three weeks) 17cuts per year	\$205.00 x 17 = \$3,485.00	\$325.00 x 12 = \$3,900.00 (3,900.00/17 = \$229.41per cut)	\$185.00 x 17.5 = \$3,237.50
Optional Bid Item 1:	Janitorial Services Sunday - Friday	\$5,429.34 x 12 = \$65,152.08	\$4,775.00 x 12 = \$57,300.00	\$1,675.00 x 12 = \$20,100.00
Total Bid Price for Bid Item 1-3:		<u>\$51,548.00</u>	<u>\$52,860.00</u>	<u>\$26,385.50</u>

A clarification email was sent to Advance Management, Inc. regarding Bid Item no.3: Grass Cutting. AMI calculated the cost by 17.5 cuts, the reason being the three (3) week intervals may vary from 17 to 18 cuts year to year. AMI is still the lowest in terms of cost for bid items 1-3.

Evaluation criteria is based on lowest, most responsive, responsible bid.

Based on the evaluation of all bid submissions, all bids met minimum requirements, were responsive and responsible bids. Advance Management, Inc. was deemed lowest responsible responsive bidder based on price.

Price comparison for Janitorial Services for the past six (6) years. **Grounds maintenance services and grass cutting was added to scope of services in FY15-17.**

Vendors:	Annual contract cost:	Performance:	Comments
G-Crew Maintenance FY12-14	\$12,023.88 per annum without Grounds Maintenance Services	Unsatisfactory	Many complaints and issues
Advance Management, Inc. FY15-17	\$21,222.36 per annum with Grounds Maintenance Services	Satisfactory	Vendor has been responsive to complaints and has been able to provide remedy in a timely manner.

Request for Award: GHURA is requesting the Board of Commissions to approve the award of the Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana to Advance Management, Inc. for Bid Item(s): Optional bid item 1 Janitorial Services (Mon – Sat), \$20,100.00, bid item 2 Grounds Maintenance Services \$2,928.00 and bid item 3 Grass Cutting \$3,237.50.00 a total of \$26,265.50 for the janitorial and grounds maintenance services.

Evaluation was completed by Priscilla Rideb, BSII.

Attachments: Bid Abstract
Clarification Email

At the Regular Board Meeting of December 15, 2017, a motion was made by Vice Chairman Borja and seconded by Commissioner Dominguez to approve the award of the Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana to Advance Management, Inc. for Bid Item(s): Optional bid item1 - Janitorial Services (Mon-Sat) for \$20,100.00; bid item 2 - Ground Maintenance Services for \$2,928.00 and bid item 3- Grass Cutting for \$3,237.50. A grand total bid amount of \$26,265.50. Without any further discussion and objection, the Motion was approved.

Priscilla K. Rideb

From: Marcello Graniel
Sent: Tuesday, December 05, 2017 1:26 PM
To: Priscilla K. Rideb
Subject: Re: Clarification for IFB GHURA-018-004 Janitorial and Grounds Maintenance Services for the GHURA Main Office in Sinajana

Hi Priscilla,

Per our conversation, when we do the math for a cut every 3 weeks for the length of the contract, it averages out to 17.5 cuts. Thus the math will be as follows:

$\$185.00 \times 12 = \$2,220.00$
 $\$185.00 \times 17.50 = \3237.50

$\$3,237.50/12 = \269.79
 $\$3,237.50/17.5 = \185.00

Hope this helps to clarify the numbers. Any further questions please feel free to let me know.

Best Regards,

Marcello

Marcello M.C. Graniel
Sales Director/Consolidated Services Manager
Main: (671) 649-6488 Ext. 123
Mobile: (671) 488-0400
Fax: (671) 646-3739
Email: marcello.graniel@amiguam.com
Web: www.amiguam.com

On Tue, Dec 5, 2017 at 11:42 AM, Priscilla K. Rideb <priscilla@ghura.org> wrote:

Hafa Adai Marcello,

I just wanted to clarify your bid submission for the above IFB:

Bid Item 3: Grass cutting services

$\$185.00 \times 12 = \$2,220.00$

$\$185.00 \times 17 = \$3,145.00$

When you compute your cost it comes out to

$\$3,237.50/12 = \269.79

$\$3,237.50/17 = \190.44

Thank you for your quick response.

Regards,

Priscilla Rideb

Buyer Supervisor II

GHURA Procurement

(671) 475-1356

Email: priscilla@ghura.org

Guam Housing and Urban Renewal Authority
 IFB#GHURA-COCC-018-004 Janitorial and Grounds Maintenance Services for GHURA Main Office in Sinajana
 Bid Tabulation/Abstract

Executive Director
 Michael Duenas

Bid Opening: 2:00p.m., Wednesday, November 15, 2017

	NAME OF BIDDER	Bid Price Monthly	Bid Price Annual	BID BOND	NAME OF BONDING CO. AND ADDRESS	Power of Attorney	Certificate of Authority	Ownership AG 002	NON-COL AG003	Gratuities AG004	Ethical AG005	DOL Wage AG006	Contingen AG007	HUD 5369-C	Contact for Contract Form	Vendor Bid Form	Company Reference	Business License	Addendum
1	J.J. GLOBAL	1. \$3,337.71 2. \$667.54 3. \$205.00 PER CUT Option: \$5,429.34 EXTENDED COST \$105,152.08	1. \$40,052.52 2. \$8,010.48 3. \$3,485.00 (17x) Option: \$51,548.00 TOTAL:	15%	LEXON INSURANCE COMPANY	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NONE
2	MTD MAINTENANCE	1. \$3,649.00 2. \$431.00 3. \$325.00 Option: \$4,115.00 EXTENDED COST \$57,300.00	1. \$43,788.00 2. \$5,172.00 3. \$3,900.00 Option: \$52,860.00 TOTAL:	\$22,500.00 15%	CHUNG KUO INSURANCE COMPANY	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NONE
3	ADVANCE MANAGEMENT	1. \$1,685.00 2. \$244.00 3. \$185.00 Option: \$1,615.00 EXTENDED COST \$20,100.00	1. \$20,220.00 2. \$2,928.00 3. \$3,237.50 Option: \$26,385.50 TOTAL:	15%	CENTURY INSURANCE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NONE
4		1. _____ 2. _____ 3. _____ Option: _____	1. _____ 2. _____ 3. _____ Option: _____																

BID OPENED BY: PRISCILLA RIVERO
 TITLE: BUYER SUPERVISOR II
 DATE: 11/15/17

ATTESTED BY: 
 11/15/2017