

Purchase Request #8
Regular Board Meeting August 7, 2023
Consideration of Approval to Contract for Carpet and Flooring Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with AGC Carpet Company for carpet and flooring services for the facilities services department.

BACKGROUND

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

Request for proposals (RFP) No. 23-29 was issued on May 25, 2023, to procure carpet and flooring services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Four responses were received and evaluated by a team comprised of representatives from facilities services who determined the proposal submitted by AGC Carpet Company will provide the best value to the College.

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. Approval of this contract will allow the College to maintain appropriate and safe flooring surfaces, repair unsafe and damaged conditions, and improve the appearance of College's facilities.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$200,000 and will be funded from the facilities services department's 2023-2024 operating budget.

MONITORING AND REPORTING TIMELINE

The initial one-year award term will commence on August 8, 2023, with four one-year renewal options.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

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RFP 23-29
Carpet & Flooring Services
Attachment 1 – Tabulation

FINAL SCORES

#	Vendors	Section 1: Project Understanding	Section 2: Experience	Section 3: Quality of Flooring	Section 4: References	Price Score	Total Points
	<i>Total Points</i>	<i>25</i>	<i>20</i>	<i>15</i>	<i>10</i>	<i>30</i>	<i>100</i>
1	AGC Carpet Company	16.67	12.00	7.00	5.33	25.09	66.09
2	Azteca Designs, Inc.	19.17	17.33	11.00	6.00	7.89	61.39
3	Texan Floor Service	8.33	8.00	6.00	6.67	25.51	54.51
4	Giant Floor and Wall Covering	5.00	4.00	3.00	5.33	30.00	47.33