



OFFICE OF THE SUPERINTENDENT
5225 West Vliet Street
P O Box 2181
Milwaukee, Wisconsin 53201-2181
Phone: 414.475.8001
Fax: 414.475.8585

Vendor Selection Overview
MOVING SERVICES – VARIOUS PROJECTS AND SITES
RFP #18004

1. Description of Project and Proposed Vendor

A Request for Proposal (RFP) was issued by Facilities and Maintenance Services to obtain firms to provide the moving services associated with relocations, program changes and remodeling on an as-needed basis. The contract period is for three (3) years although there is no guarantee of any work. A total of six (6) firms' submitted responses. The firms with the highest rankings per the evaluation criteria for the services requested are as follows:

- C. Coakley Relocation Systems
- Coakley Brothers
- Perfect Install, Inc.

2. Justification for Selection of Proposed Vendor

The firms were evaluated for all criteria provided and the order of use will be based upon the firm's qualifications based on the type and size of each moves' requirements, cost, vendor performance and availability. Due to the nature of the contract and capacity of qualified firms, the HUB requirement for this contract is 25%, 100 Hours of Student Paid Employment & 10 hours of Career Education per 12-month contract.

3. RFP Evaluation Criteria

- 20% Overall cost of the Moving Services
- 20% The experience and qualifications of the team in providing management of similar size projects.
- 20% The experience and qualifications of specific personnel included as a part of the team, including past performance with MPS.
- 20% Project approach, including proposed control of Costs and Schedules for moves, as well as team training, testing and equipment support.
- 20% Reference responses, including past performance with MPS.
- Pass/Fail Respondent meets the minimum amount of Contract Compliance Services Requirements established within this RFP.

4. Experience in Other Districts/MPS

All three firms have provided substantial moving services to MPS in the past.

- C. Coakley Relocation Systems has also provided services for UW-Madison, Racine Unified School District and Indian Community School.
- Coakley Brothers has also provided services for Marquette University, Racine Unified School District, and UW-Milwaukee.
- Perfect Installs, Inc. has provided services for Alverno College, Joy Global of Milwaukee and Children's Hospital and Health System, Milwaukee

5. Evaluation Plan

The services will be requested on an as-needed basis by Facilities and Maintenance who will also be responsible for providing evaluations of the firm's ability to perform the requested services as detailed in the RFP. Failure to provide an acceptable level of service or billings that are not in accordance with the fees submitted will be cause for termination of contract.

6. Cost

Fees were requested on a number of personnel positions, equipment rental, storage and supplies – an overview of the fees for each firm is provided. The annual not to exceed amount will be divided between the three vendors as needed.

**MOVING & STORAGE SERVICES
FEE RATE SCHEDULE OVERVIEW**

COAKLEY BROTHERS

PERSONNEL RATES	Number of available positions	Hourly Rate (Mon-Sat) 6:30AM-6:30PM	Hourly Overtime Rate (Sunday)	Hourly Holiday Rate
Central Contact	1	N/C	N/C	N/C
Project Manager	6	\$45.00	\$50.00	\$50.00
Lead Mover	12	\$32.00	\$34.00	\$34.00
Mover	60	\$30.00	\$32.00	\$32.00
Furnishings Installer	36	\$31.00	\$33.00	\$33.00
Warehouse Supervisor	1	\$33.00	\$33.00	\$33.00
Warehouse Worker	4	\$31.00	\$31.00	\$31.00
Straight Trucks w/lift gate (including driver)	21	\$50.00 (82.00)	\$50.00 (82.00)	\$50.00 (82.00)
Straight Trucks w/o lift gate (including driver)	2	\$50.00 (82.00)	\$50.00 (82.00)	\$50.00 (82.00)
Semi-Trailers (including driver)	11	\$50.00 (82.00)	\$50.00 (82.00)	\$50.00 (82.00)

EQUIPMENT RENTAL	Daily Rental Cost	Monthly Rental Cost
4 Wheel Dollies	\$1.00	\$22.00
Porta Racks	\$1.00	\$22.00
Computer Carts	\$1.00	\$22.00
Panel Carts	\$1.00	\$22.00
Speed Packs	\$0.60	\$20.00
Pallet Jackets	n/a	n/a
Hand Trucks	n/a	n/a
Refrigerator Dollies	n/a	n/a

STORAGE COSTS	Daily Cost	Monthly Cost
Per square foot (with air conditioning)	n/a	n/a
Per square foot (without air conditioning)	\$0.42	\$0.42
Semi-trailer storage/rental on MPS property	\$125/week	\$500.00
Semi-trailer storage/rental on Moving Services firms' property	\$125/week	\$500.00

SUPPLY COSTS	Unit Description/Unit Cost
Packing Box (18 x 12 x 12) Provide other available sizes and costs separately.	1.5 book boxes \$2.00/ea For all other see RFP response.
Case of Tape	\$100.00/case of 36
Roll or package of label	\$20.00/roll
Computer bag	\$1.00/each
Shrink Wrap	\$20.00/roll

Hourly rate to increase \$1.00 per man per hour for Year 2 and \$1.00 per man/truck per hour for Year 3.

No increase for equipment supplies, etc., over three (3) years.

Potential Reimbursable Items: Storage Inventory System \$150.00/month-optional.

**MOVING & STORAGE SERVICES
FEE RATE SCHEDULE OVERVIEW**

C. COAKLEY RELOCATION SYSTEMS

PERSONNEL RATES	Number of available positions	Hourly Rate (Mon-Sat) 6:30AM-6:30PM	Hourly Overtime Rate (Sunday)	Hourly Holiday Rate
Central Contact	1	N/C	N/C	N/C
Project Manager	4	\$46.00	\$51.00	\$69.00
Lead Mover	11	\$41.00	\$46.00	\$61.00
Mover	39	\$36.00	\$41.00	\$54.00
Furnishings Installer	8	\$36.00	\$41.00	\$54.00
Warehouse Supervisor	3	\$41.00	\$46.00	\$61.00
Warehouse Worker	18	\$36.00	\$41.00	\$54.00
Straight Trucks w/lift gate (including driver)	6	\$66.00	\$71.00	\$86.00
Straight Trucks w/o lift gate (including driver)	12	\$66.00	\$71.00	\$86.00
Semi-Trailers (including driver)	4	\$66.00	\$71.00	\$86.00

EQUIPMENT RENTAL	Daily Rental Cost	Monthly Rental Cost
4 Wheel Dollies	\$0.50	\$15.00
Porta Racks	\$1.00	\$30.00
Computer Carts	\$1.00	\$30.00
Panel Carts	\$2.00	\$60.00
Speed Packs	\$0.50	\$15.00
Pallet Jackets	\$2.00	\$60.00
Hand Trucks	\$2.00	\$60.00
Refrigerator Dollies	\$2.00	\$60.00

STORAGE COSTS	Daily Cost	Monthly Cost
Per square foot (with air conditioning)	n/a	\$0.75
Per square foot (without air conditioning)	n/a	\$0.35
Semi-trailer storage/rental on MPS property	\$20.00	\$450.00
Semi-trailer storage/rental on Moving Services firms' property	\$20.00	\$450.00

SUPPLY COSTS	Unit Description/Unit Cost	
Packing Box (18 x 12 x 12) Provide other available sizes and costs separately.	Packing (Book) Box - \$1.00	Large Carton - \$2.00
	Medium Carton - \$1.50	Disk Pack - 3.00
	4.5 Carton - \$1.75	
Case of Tape		\$36.00
Roll or package of label		\$15.00
Computer bag		\$1.00
Shrink Wrap		\$20.00

Hourly rate to increase \$1.00 per man/truck per hour for Year 2 and \$1.00 per man/truck per hour for Year 3.

No increase for equipment supplies, etc., over three (3) years.

Potential Reimbursable Items: Option to reduce the number of trips to dispose items with utilizing a dumpster at CCRS.

**MOVING & STORAGE SERVICES
FEE RATE SCHEDULE OVERVIEW**

PERFECT INSTALL

PERSONNEL RATES	Number of available positions	Hourly Rate (Mon-Sat) 6:30AM-6:30PM	Hourly Overtime Rate (Sunday)	Hourly Holiday Rate
Central Contact	2	N/C	N/C	N/C
Project Manager	2	\$45.00	\$50.00	\$50.00
Lead Mover	5	\$40.00	\$45.00	\$45.00
Mover	15	\$37.00	\$42.00	\$42.00
Furnishings Installer	8	\$37.00	\$42.00	\$42.00
Warehouse Supervisor	1	\$37.00	\$42.00	\$42.00
Warehouse Worker	1	\$37.00	\$42.00	\$42.00
Straight Trucks w/lift gate (including driver)	1	\$67.00	\$72.00	\$72.00
Straight Trucks w/o lift gate (including driver)	2	\$67.00	\$72.00	\$72.00
Semi-Trailers (including driver)	0	\$67.00	\$72.00	\$72.00

EQUIPMENT RENTAL	Daily Rental Cost	Monthly Rental Cost
4 Wheel Dollies	\$0.25	\$6.25
Porta Racks	\$1.00	\$25.00
Computer Carts	\$1.00	\$25.00
Panel Carts	\$1.00	\$25.00
Speed Packs	\$0.25	\$6.25
Pallet Jackets	\$1.00	\$25.00
Hand Trucks	\$1.00	\$25.00
Refrigerator Dollies	\$1.00	\$25.00

STORAGE COSTS	Daily Cost	Monthly Cost
Per square foot (with air conditioning)	\$0.01	\$0.35
Per square foot (without air conditioning)	\$0.01	\$0.35
Semi-trailer storage/rental on MPS property	\$15.00	\$450.00
Semi-trailer storage/rental on Moving Services firms' property	\$15.00	\$450.00

SUPPLY COSTS	Unit Description/Unit Cost	
Packing Box (18 x 12 x 12) Provide other available sizes and costs separately.	1.5 - \$2.00 ea	3.0 - \$3.00 ea
	4.5 - \$3.00 ea	6.0 - \$4.00 ea
	Dishpack - \$5.00 ea	Wardrobe Boxes - \$10.00 ea
	Record box w/lid - \$3.00 ea	Speed Packs - \$10.00 ea
	Mirror Carton - \$3.00 ea	
Case of Tape	\$50.00	
Roll or package of label	\$20.00	
Computer bag	\$1.00	
Shrink Wrap	\$20.00	

No escalation in fees for years 2 or 3, or other potential reimbursable items.