



**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** March 3, 2015

**TITLE:** Parks Janitorial services – Image Janitorial Services, Inc. - \$350,826  
(three year cost)

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**Recommendation**

It is recommended that the City Commission award a three-year contract for the purchase of janitorial services to Image Janitorial Services Inc. (Image Janitorial) utilizing the City's Contract (Form P-0001) in the estimated annual amount of \$116,942 (three year estimated amount of \$350,826) and authorize the City Manager to approve a one-year renewal option contingent upon appropriation of funds.

**Background**

The Parks and Recreation Department will utilize janitorial services at 23 locations including various City parks, Cooley's Landing, 15<sup>th</sup> Street Boat Basin and Fort Lauderdale Stadium. The Contractor will be required to furnish all labor, insurance, uniforms and materials.

The background for the solicitation process included the following:

- December 10, 2014 – Request for Proposals (RFP) 555-11543 was issued for janitorial services for the Parks and Recreation Department.
- December 30, 2014 – The RFP closed with a total of seven firms submitting proposals in response to the RFP. Proposals were received from All N Professional Services, Image Janitorial, Delta Property Maintenance, Bright Maintenance, Perm-A-Care JS, Weed-A-Way and Evergreen Cleaning Service.
- January 21, 2015 – The evaluation committee consisting of Carolyn Bean, Administrative Assistant II, Stacey Daley, Administrative Assistant II and Mark Almy, Parks Supervisor met with AnnDebra Diaz, Procurement Specialist II, to evaluate the proposals and rank the firms according to the evaluation criteria. Including all evaluation criteria, the final tabulation ranked Image Janitorial number one as shown in the table below.

		All N Professional Services	Image Janitorial	Delta Property Maintenance	Bright Maintenance	Perm-A-Care J.S.	Weed-A-Way	Evergreen Cleaning Service
EVALUATION CRITERIA	WEIGHT	RANK	RANK	RANK	RANK	RANK	RANK	RANK
Understands overall needs of the City	20%	6	1	3	7	2	4	5
Experience, qualifications, past performance	50%	6	1	3	7	2	4	5
Total Cost	30%	1	2	3	4	5	6	7
Overall Ranking		6	1	3	7	2	4	5

**Resource Impact**

There will be a fiscal impact to the City in the annual amount of \$116,942.

Funds available as of February 9, 2015					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
001-PKR062501-3222	Athletic Field Maintenance	Services & Materials/ Custodial Services	\$988,326	\$674,046	\$91,274
461-TAM020301-3222	Parking Lots	Services & Materials/ Custodial Services	\$516,164	\$187,663	\$22,464
468-TAM070101-3222	Executive Airport	Services & Materials/ Custodial Services	\$2,678,875	\$1,763,238	\$3,204
<b>PURCHASE TOTAL ►</b>					<b>\$ 116,942</b>

**Strategic Connections**

This item is a Press Play Fort Lauderdale Strategic Plan 2018 initiative, included with in the Internal Support Cylinder of Excellence, specifically advancing:

- Goal12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management.

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We Are United.*

**Attachments**

- Exhibit 1 – Bid Tabulation
  - Exhibit 2 – Final Rankings
  - Exhibit 3 – Image Janitorial proposal
  - Exhibit 4 – All N Professional Services proposal
  - Exhibit 5 – Delta Property Maintenance proposal
  - Exhibit 6 – Bright Maintenance proposal
  - Exhibit 7 – Perm-A-Care JS proposal
  - Exhibit 8 – Weed-A-Way proposal
  - Exhibit 9 – Evergreen Cleaning Service proposal
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Prepared by: AnnDebra Diaz, Procurement Specialist II  
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Department Director: Phil Thornburg, Parks and Recreation