



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#23-1077

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

FROM: Greg Chavarria, City Manager

DATE: December 5, 2023

TITLE: Motion Approving Agreement for Janitorial Services, Recreational Areas -
Image Janitorial Services Inc. - \$425,835 - (**Commission Districts 1, 2, 3
and 4**)

Recommendation

Staff recommends the City Commission approve an Agreement, in substantially the form attached, for Janitorial Services, Recreational Areas with Image Janitorial Services Inc., for an initial two (2) year term amount of \$425,835; and authorize the City Manager to exercise two (2) options to renew for an additional one year period in the annual renewal amount of \$212,917.50, for a potential total contract amount of \$851,670, contingent upon appropriation of funds.

Background

The Parks and Recreation Department will utilize janitorial services at 25 locations including various City parks, Cooley's Landing, and 15th Street Boat Basin. The Contractor will be required to furnish all labor, insurance, uniforms and materials.

On February 27, 2023, the Procurement Services Division issued Request for Proposals (RFP) Event 49-2 - Janitorial Services, Recreational Areas, for the City of Fort Lauderdale.

On March 21, 2023, the event closed and a total of seven (7) firms submitted proposals:

- 305 Multiple SVC, Inc.
- Amer-Plus Janitorial Maintenance LLC
- Clean Space, Inc.
- Image Janitorial Services Inc.
- Kita Corp.
- Onx Management & Trust LLC
- P.C.S. Professional Cleaning Services Corporation

Amer-Plus Janitorial Maintenance LLC and P.C.S. Professional Cleaning Services Corporation listed their status as a Disadvantaged Business Enterprise (DBE).

On May 3, 2023, the Evaluation Committee (Committee) met to evaluate and rank the proposals based on the following criteria:

Evaluation Criteria	Weight (%)
Understanding of the overall needs of the City for such services, as presented in the narrative proposal	20%
Experience, qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references	50%
Total Project Cost	30%
TOTAL PERCENT AVAILABLE:	100%

Proposals were considered and the Committee deemed all firms responsive and responsible, and after initial scoring, it was determined to shortlist Amer-Plus Janitorial Maintenance LLC; Clean Space Inc.; Image Janitorial Services, Inc.; and P.C.S. Professional Cleaning Services Corporation to give oral presentations.

On July 25, 2023, the Committee met to hear presentations from the above-mentioned shortlisted firms. After the presentations, the Committee convened, scored, and confirmed the final rankings.

The Committee determined that Image Janitorial Services, Inc. is the highest ranked, responsive, and responsible firm.

Staff recommends the City Commission approve the award of the Janitorial Services, Recreational Areas procurement and subsequent agreement to Image Janitorial Services, Inc.

Resource Impact

Funds for this agreement in the amount of \$212,917.50 are available in the FY 2024 Budget in the account listed below:

<i>Funds available as of November 7, 2023</i>					
ACCOUNT NUMBER	COST CENTER NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-001-6034-572-30-3222	General Parks Maintenance	Services / Materials – Custodial Services	\$8,880,377	\$7,940,814	\$212,917.50
TOTAL AMOUNT ►					\$212,917.50

Strategic Connections

This is a *2024 Commission Priority*, advancing the Public Places initiative.

This item supports the *Press Play Fort Lauderdale 2024 Strategic Plan*, specifically advancing:

- The Public Places Focus Area
- Goal 3: Build a healthy and engaging community.
- Objective: Improve access to and enjoyment of our beach, waterways, parks and open spaces for everyone

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

This item supports the *Advance Fort Lauderdale 2040 Comprehensive Place* specifically advancing:

- The Public Places Focus Area
- The Parks, Recreation and Open Spaces Element
- Goal 2: Be a community with high quality parks and recreational facilities that highlight the character of our City.

Attachment

Exhibit 1 – Solicitation

Exhibit 2 – Final Rankings

Exhibit 3 - Image Janitorial Services Inc. Proposal

Exhibit 4 - Image Janitorial Services Inc. Agreement

Prepared by: Carolyn Bean, Asst. to the Director, Parks and Recreation
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