

Chi-Ada Corporation

2750 W. Oakland Park Blvd Suite B.

Oakland Park, Florida 33311

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bokoro@chiadacorporation.com

City of Fort Lauderdale

Solicitation 12224-595 Janitorial Services

For

City of Fort Lauderdale Parks



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2- Letter of Transmittal



Chi-Ada Corporation

2750 W. Oakland Park Blvd., Suite B
Oakland Park, Florida 33311

Phone: (305) 948-5651

Fax: (305) 948-9558

Security Agency, Building Maintenance, Contractors: Airports, Government Centers,
Offices, Hotels & Restaurants, Hospitals, Schools and Banks.

Bart Okoro
President OF Chi-Ada Corporation

Janitorial 7, 2019

AnnDebra Diaz.
Procurement Administrator
Procurement Services Division,
City of Fort Lauderdale
100 N. Andrews Avenue, #619,
Fort Lauderdale, FL 33301

On behalf of Chi-Ada Corporation, we are pleased to submit our proposal to provide janitorial services for the City Parks, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP), which is a response to your Solicitation 12224-595.

We have read and understood the terms and conditions in the solicitation and we have submitted our response in accordance with these terms and conditions. If you should have any need for clarifications on this proposal, we are at your disposal to discuss, please contact me on (954) 777-5177 or fax at (954) 777-5147 or on email at bokoro@chiadacorporation.com.

We look forward to serving you and assure you of our best professional services at all times.

Yours Faithfully,

A handwritten signature in black ink, appearing to read 'Bart Okoro', is written over a horizontal line.

Bart Okoro
President

3- Chi-Ada Corporation's Executive Summary

3-1 Chi-Ada Corporation's Entity and Background

Chi-Ada Corporation is one of the fastest growing and most respected service companies in South Florida. Providing Janitorial Services for over 9 million Sq. Ft. Chi-Ada Corporation started its operation in 1993 as a sub-contractor, performing cleaning and maintenance services for primary contractors. In 1995 Chi-Ada registered as a primary contractor and operates in this capacity today.

Chi-Ada Corporation now services a diverse group of private, public, and government institutions in Miami-Dade County, Broward County, Sarasota County, Pinellas County, Desoto County, Atlanta, and New York. Chi-Ada Corporation has earned a reputation for quality standard which are equivalent to those of five-star hotels.

The company was founded by Mr. Bart Okoro who started his career with a college degree in Management with his concentration in Hospitality Management. He later gained practical experience through many years of services while working on-site in a variety of facilities prior to launching his own company.

Chi-Ada Corporation can handle work of any size facility, from small to large scale projects. Chi-Ada Corporation maintains a fully trained personnel staff and state-of-the-art equipment to serve clients in the following areas:

- Corporate Offices
- Industrial Offices
- Government Offices
- Banks
- Schools
- Hospitals
- Hotels
- Shopping Malls
- Arenas
- Stadium

- Theaters (Performing Arts Centers and Movie Theaters)
- Airports and Airport Services (local and International)
- Aircrafts (new service, backed by extensive experience in the field)

The following describes the services Chi-Ada will provide based on the information and specifications you have furnished to Chi-Ada and their experience with other clients in similar working environment. Chi-Ada's goal is to provide these services to you, the client, in the most consistent, efficient, and reliable manner possible.

Steps we take to achieve cleaning goals.

Chi-Ada's objective is to make your facilities sparkle with excellence through our janitorial cleaning services. Through our janitorial services, you will notice a dramatic difference in your building, right from the start. Our attention to detail, coupled with our ability to have the best quality janitorial services and products enables us to be effective in all types of accounts.

We provide guarantee in our quality and professional janitorial services. Our objective is the satisfaction of our clients. Chi-Ada Corporation is a five-star janitorial service company that is always in search of the best way to service your business! From the first day of service, you will notice a level of personal care that echo Chi-Ada's philosophy of "Your business is our business".

At Chi-Ada Corporation, we are proud of our methods for providing the finest in cleaning and maintenance services to our clients. To achieve this goal, we place a highest priority on our staff, training, and supervisory procedures.

Our management is enriched by prominent, high skilled and experienced individuals with degrees in Hospitality Management, Electrical Engineering, Property Management, Education and Criminology, Business and Investment Management and Accounting.

Our key personnel are highly experienced. The project manager, who will lead this project has 30 years of overseeing and implementing all contract specifications and hiring and training managers and supervisors, enforcing of compliance of contract specifications

and re-evaluating operations to ensure the highest quality of service is provided to our customers, writing reports, preparing schedules and attending meetings with our clients, overseeing janitorial responsibilities to ensuring safety and health concern of contractor's employees and general public, and Evaluating the performance of the janitorial contractors.

Further, our supervisors have between 5 to 20 years of experience of on-the-job training of custodial personnel, on inspections and coordinating of cleaning efforts throughout facilities including the management of the distribution of chemicals and cleaning supplies to Custodians and ensure that work is performed in a safe manner.

All newly hired employees undergo a period of training, which will specifically cover the responsibilities to which they will be assigned to. This applies even to individuals who have had experience in cleaning and floor maintenance service with other companies. Training is focused on building an employee's sense of responsibility to the client, a true desire to get the job done in an efficient and safe manner.

We set goals that are time-based and specific. Our quantifiable goals allow us to track our progress. Our goals motivate progress and create accountability. Our proven phased implementation methodology guarantees a smooth transition of all responsibilities, while delivering quantifiable value from day one of the contract.

3-2 Chi-Ada Corporation's Main office for this Project

Principal office to serve this project:

2750 W. Oakland Park Blvd Suite B,
Oakland Park Florida 33311
Phone: 954-777-5177
Fax: 954-777-5147

3-3 Chi-Ada Corporation's Principals and key personnel

Key Personnel Qualifications

At Chi-Ada Corporation, we achieve our goal by the quality of our human capital. Our management is enriched by prominent, high skilled and experienced individuals with degrees in Hospitality Management, Electrical Engineering, Property Management, Education and Criminology, Business and Investment Management. For this project, Bart Okoro, the President/CEO of Chi-Ada Corporation is the Account Manager and will be assisted by a Project Manager, a Human Resource Manager, an Administrative Assistant, an Operations Manager, Quality Control Manager, and site supervisors. In addition, Chi-Ada Corporation will assign onsite key personnel made up of one Account Manager, one Project Manager, two supervisors, and custodians as described below.

❖ Account Manager for this Project

Role in the Project:

- Control the overall project for a successful completion of the project.
- Control the suppliers and equipment needs of the project
- Sign and order official documents with the CITY
- Respond to the County for any key issues of the project
- Coordinate and report to the County management about the compliance of the project

Bartholomew Okoro

2750 West Oakland Park Blvd Suite B, Oakland Park Florida
Phone: 954.777.5177, Fax: 954.777.5147

President of Chi-Ada Corporation with twenty (25) years of experience, management and decision-making skills, creative and leadership skills, problem solving, excellent planning and organizational skills.

Professional Experience

1995-Present: **President/CEO** (Chi-Ada Corporation, Miami, Florida)

- Oversee all of the company activities
- Responsible for operations and financial performance
- Enhance the standing of the company with the outside world
- Submit acquisition, proposals and implements
- Prepare strategies, plans and objectives

- Review the performance of employees and keeps them informed

1992-2005: **Janitorial Subcontractor** (American Building Maintenance (ABM), Miami, Florida)

- Provided janitorial services to 43 bank locations

1988-1992: Assistance Restaurant Manager;

- Making guest reservations
 - Supervise quality control
 - Plan public relations activities and party arrangements
- 1988-1992: Assistance Restaurant Manager

Line Cook (Fontainebleau Hilton Hotel, Miami Beach, Florida)

- Prepare meals for major events
- Basic food preparations

Education

1991 B.S. Degree in Hospitality Management (Florida International University, Miami, Florida)

1990 Associate Degree in Pharmacy (Miami Dade College, Miami, Florida)

1987 Degree in Hotel Management (College of the Bahamas Nassau, Bahamas)

Certification

Green cleaning certification

❖ **Project Manager**

Role in the Project

- Responsibility for Meeting with Management to Discuss Progress in Contract Compliance
- Review Quality Control Issues
- Submit Reports & Schedules
- Address Client Operation Concerns in Janitorial Service

John Young

2750 West Oakland Park Blvd Suite B, Oakland Park Florida
Phone: 954.777.5177, Fax: 954.777.5147

Excellent planning and organizational skills and strong leadership, excellent communication skill. General manager with 30 years of experience of managing governmental and private janitorial contracts supervising, hiring and training janitorial personnel, ensuring compliance of contract specifications, re-evaluating operations to ensure the highest quality of service

Professional Experience

2003-Present: **General Manager** (Chi-Ada Corporation, Florida)

- Oversee and implement all contract specifications and hiring and training managers and supervisors
- Ensure compliance of contract specifications and re-evaluate operations to ensure the highest quality of service is provided to our customers
- Write reports, prepare schedules and attend meetings with our clients

1983-2001 **Custodial Supervisor/Contract Administrator for Janitorial Services** (Broward County Facilities Office)

- Oversaw janitorial responsibilities to ensure safety and health concern of county employees and general public
- Evaluate the performance of the county janitorial contractors

1975-1983: **Property Manager; Duties; In-Charge of 2,500 housing in D.C.** (Tuskegee Realty Management)

- Maintenance and preparation of government reports Heading a staff of 25

Education

1971 **B.S.** (Bethune/Cook Man College, Daytona Beach)

1974 Institute of Real Estate Management

1977 Certified Property Management (George Washington University, Washington D.C.)

Additional Skills

- Green cleaning
- Safety training

❖ **Quality Control Manager**

Maxine Goodall

2750 West Oakland Park Blvd Suite B, Oakland Park Florida

Phone: 954.777.5177, Fax: 954.777.5147

Excellent planning and organizational skills and strong leadership, excellent communication skill. General manager with 14 years of experience of managing governmental and private janitorial contracts supervising, hiring and training janitorial personnel, ensuring compliance of contract specifications, re-evaluating operations to ensure the highest quality of service

Professional Experience

2015-Present: **Assistant Project Manager** (Chi-Ada Corporation, Florida)

- Oversee and implement all contract specifications and hiring and training managers and supervisors

- Ensure compliance of contract specifications and re-evaluate operations to ensure the highest quality of service is provided to our customers
- Write reports, prepare schedules and attend meetings with our clients
- Oversee the quality assurance of janitorial contracts

2005-2015 Custodial Supervisor and quality control management (Chi-Ada Corporation, Florida)

- On-the-job training of custodial personnel
- Inspecting and coordinating cleaning efforts throughout facilities
- Distributing of chemicals and cleaning supplies to Custodians
- Ensuring all work is performed in a safe manner

Education

1975-1979 High School Diploma (East Orange High School)

1982-1983 Some Courses in Drafting, Physics, Mathematics, English and Economics (New Jersey Institute of Technology (N. J. I. T.))

1987 Diploma in Mathematics, Plumbing, Drafting, Electrical Drafting, Computer Drafting, and Floor Plan (Lyons Institute, New Jersey)

Additional Skills

Green cleaning
Safety training
Quality control training

❖ **Human Resource Manager**

Okoro Chinedu

2750 West Oakland Park Blvd Suite B, Oakland Park Florida
Phone: 954.777.5177, Fax: 954.777.5147

Human Resource Manager with ten (10) years of experience in human resource management. Broad working knowledge of human resource, excellent management skills, remarkable problem solving and conflict resolution skills, sound consulting skills and decision-making skills, solid analytical skills, knowledge of employment and labor laws and regulations, superior communication (oral and written) skills, strong interpersonal and organizational skills, and ability to work with databases, spreadsheets, presentation, email, internet research sources, and work processing software.

Professional Experience

2007-Present: Human Resource Manager (Chi-Ada Corporation, Miami, Florida)

- Work with managers in writing and placing job vacancy ads
- Assist with screening resumes, interviewing candidates, drug testing and assist with hiring new employees

- Provide clear, effective, timely, and constructive feedback to management on interviewing techniques and effective labor relations
- Set up all necessary personnel files and maintains related records
- Process all salary and pay adjustments. Ensure that all necessary documents are received, information is entered into computer database, and forward to payroll

Education

2014 M.S in Electrical Engineering (New Jersey Institute of Technology)

2007 B.A. in Electrical Engineering (Florida International University, Miami, Florida)

Additional Skills

Certification

❖ **Administrative Assistant**

Regina Okoro

2750 West Oakland Park Blvd Suite B, Oakland Park Florida

Phone: 954.777.5177, Fax: 954.777.5147

MS Word and Excel, planning and scheduling, purchasing, written communication, customer service, interdepartmental coordination, internet research, records management, telephone

Professional Experience

1995-Present: **Administrative Assistant** (Chi-Ada Corporation, Miami, Florida)

Education

2007 Associate Degree in Nursing (Broward Community College)

Additional Skills

Certification

❖ **Operations Manager**

Patrick Wnoakeofor

2750 West Oakland Park Blvd Suite B, Oakland Park Florida

Phone: 954.777.5177, Fax: 954.777.5147

Operations manager with thirteen (13) years of experience, exceptionally talented, creative and efficient manager of pools of supervisors and in special projects work, such as pressure cleaning, strip and refinish floors, and carpet shampooing.

Professional Experience

2004-Present: **Operations Manager** (Chi-Ada Corporation, Florida)

Education

2009 Master Degree in Economics (Florida International University, Miami, Florida)

1998 B.S. Degree in Biology (Miami Dade College, Miami, Florida)

Additional Skills

Certification

❖ **Site Supervisors**

Role in the Project

- Responsible for Staff Reporting to Work as Scheduled
- Responsible for Inspections of All Work Performed by Staff
- Verify All Reports, Time Sheets, Customer Request Response & Daily Inspections
- Assist in Problem Solving Concerns

Supervisor: Humberto Guerra

2750 West Oakland Park Blvd Suite B, Oakland Park Florida
Phone: 954.777.5177, Fax: 954.777.5147

Knowledge of completing projects and satisfying my clients. Good listen abilities to measure complaints, Effective leadership in business affairs. Expert facilitation abilities to influence others and move toward common goals. Proven ability to drive essential process change under strict deadlines. Leadership in Janitorial services industry and expert in maintaining facilities.

Professional Experience

May 2013-Present Chi-Ada Corporation: Site Supervisor

- supervisor of Chi-Ada employees Group A, evening shift
- Inspector to make sure daily and weekly contract spec are met
- Assist coordinate relationships with County representatives
- Assist time Chi-Ada management with employees
- Report to Project to General Manager matters of incident if any and record each.
- Assist in Orientation of new hire to develop better skills with ability handle multi tasks.
- Record Stocks of inventories and weekly supplies to the station stockroom.

2005- May ,2013: Diamond Cleaning services: Supervisor

- Assist employees training in Diamond cleaning service
- Assist staff understanding work procedures to ensure quality control
- Take charge of distribution of inventories
- Comply with company standard operating procedure

Education

Vocational school on Environmental Service

Additional Skills

Certification

Green Cleaning

Safety Training

Quality control training

Supervisor: Maricela Hernandez

2750 West Oakland Park Blvd Suite B, Oakland Park Florida
Phone: 954.777.5177, Fax: 954.777.5147

Versatile Janitorial and Supervisory Knowledge, completing projects to satisfy my clients and ability to supervise and listen to complaints. Proven effective leadership in business and overall success.

Professional Experience

-Present: **Supervisor** (Chi-Ada Corporation, Florida)

- Serves as onsite supervisor for assigned project location to insure all services comply contract specifications
- Serve as Inspector to make sure daily and weekly contract spec are met
- Foster and build relationships with City/ County representatives
- Demonstrates effective time manager to Chi-Ada management and employees
- Report to Project Manager to ensure management are well inform of incident if any and record stocks and inventories.
- Attend meetings, trainings to develop better skills with ability for multi tasks.

Supervisor: Diamond Cleaning service

- Conducts numerous training to blend super results
- Developed staff operating procedures to ensure quality control
- Monitored distribution of inventories
- Adhere to company standard operating procedure

Education

Central Service Technical International association of Environmental Service

Additional Skills

Expert facilitation abilities to influence others and move toward common goals
Proven ability to drive essential process change under strict deadlines

Leadership in Janitorial services industry and expert in Maintaining facilities.
Highly demanding to achieve best result in time Management.

Custodians, cleaners and Project crew

Number	Function	Title	General Experience
35 Cleaners	1 to 10 years in Janitorial Services at Chi-Ada Corporation <ul style="list-style-type: none"> ❖ Responsible for general cleaning ❖ Cleans and maintains entry lobby including cleaning of windows, doors, mopping floors, vacuuming carpets, etc., at least daily, and more if necessary, to maintain excellent entrance appeal ❖ Cleans restrooms on a daily basis, more if necessary, to maintain sanitary conditions ❖ Cleans stairways and elevators on a regularly scheduled basis 	Cleaners	1 to 10 years in Janitorial Services at Chi-Ada Corporation
5 Project Team	1 to 10 years in Janitorial Services at Chi-Ada Corporation <ul style="list-style-type: none"> ❖ Performs Special Task such as pressure cleaning, scrubbing and polishing floors, carpet cleaning, reconditioning, etc.. 	Cleaners	1 to 10 years in Janitorial Services at Chi-Ada Corporation

3-5 Overview of the bid response

For twenty-three years, Chi-Ada Corporation has successfully managed every contract awarded. This success is the result of our dedication to comply with each contract compliance requirements, our experience in governmental projects, and the quality of personnel. For this bid, we highlight the achievements and success of our firm, what is making Chi-Ada Corporation a five-star firm, the methodology to successfully respond to the scope of work that pleases our client, the weight of the company based on the contracts we undertook, and as required under this bid, the attachment of the required forms.

4- Experience and Qualifications

4-1 Experience in providing the professional services

Chi-Ada Corporation, an S. Corporation registered with the State of Florida in August 25, 1995, has twenty-three years in janitorial business with 200 full time employees and 65 part time employees that perform Janitorial Services for over 9 million Sq. Ft. We are one of the five-star Janitorial Services in Florida. Presently, we are servicing facilities throughout South Florida and State of Georgia, ranging from Courthouses, Alcohol and Drug Recovery Clinics, Governmental Centers, Police Stations, Schools, Healthcare Centers, libraries, and Airports. As a result, we handle facilities of all sizes 24 hours a day, 7 days a week, including holidays. Through years, we were able to successfully finish our contract engagements based on the time required by each contract without requiring a budget adjustment. Our financial strength is our crucial reason of sustaining each project to the end as some client's invoice payment delays go from one to six Months.

4-2 Chi-Ada Corporation's initiatives towards its own sustainable business practices

In each awarded contract, we measure the importance of sustainable business practices. For us, the primary benefit of Green Cleaning, with its emphasis on cleaning for health, not just appearance, it is a cleaner and healthier building. A healthier indoor environment translates into many concrete, bottom-line benefits for building owners, managers, service personnel and building occupants. In this regard, Chi-Ada Corporation has well-trained staff to offer healthy environment to facilities owners. Most of the conventional cleaning products are petroleum-based and have dubious health and environmental implications. There are several activities to promote green building cleaning practices. For example, restroom cleaning is now cleaned using a stem cleaner designed for restrooms. We have also found a product we use to clean every aspect of our corporate offices and client facilities that choose green cleaning products. Members of our custodial staff, especially women are particularly subject to health problems caused by their frequent and close interaction with cleaning chemicals and equipment. Choosing safer products and training staff in proper usage can help reduce the number of injuries caused by chemicals. Also, proper maintenance extends the longevity and performance of building materials and furnishings by preventing damage and premature aging, which in turn reduces waste and unnecessary spending. Chi-Ada Corporation currently provides green cleaning services using Green Safe to clean lab table tops, floors, walls, restrooms, etc. to facilities for the past years (with new emphasis on the approved product).

4.3 Size of Chi-Ada Corporation

Our firm is currently managing 9 million square feet with 265 employees in Broward County, Miami Dade County, Miami Dade Housing, Sarasota County, Desoto County, Fulton County, City of North Miami, City of Doral, City of Clearwater, and City of St. Petersburg. Below is an overview of some of our past and current contracts:

❖ **Pleasantville Middle School**

Address: 40 Romer Ave
 City State Zip: Pleasantville, NY 10570
 Phone/ 914-741-1414
 Contact: Stephen Chamberlain, Director of Facilities III
 Email: chamberlains@pleasantvilleschools.org
Contract # **Bid 2015-2016 School Year**
 Period: 2015-2016
 Contract amount: \$122,200
 Square Footage: 74,056
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

❖ **Briarcliff manor Union Free School**

Address: 45 Ingham Road
 City State Zip: Briarcliff Manor, New York 10510
 Phone/Fax: 914.432.8134
 Contact: Anthony Bauso, Assistant Director of Facilities Operations and Maintenance
 Email: abauso@briarcliffschools.org

(1) Contract **#15-16-005F, 2015**
 Period: 2015-2016
 Contract amount: \$222,015.33
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

(2) Contract **#15-16-005F, 2016**
 Period: 2016-2017
 Contract amount: \$299,572.69
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

(3) Contract **#15-16-005F, 2017**
 Period: 2017-2018
 Contract amount: \$303,347.30
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

❖ **Broward County Commissioner**

Address: 115 S. Andrews Avenue
 City State Zip: Fort Lauderdale, FL 33301

Phone/Fax: 954 357 5675
 Contact: Ian Mitchell
 Email: imitchell@broward.org
 (1)- Contract # [RLI20080908-0-1 \(Broward Various Locations\)](#)
 Period: 2010-2015
 Contract amount: \$9,942,277.4
 Square Footage: 918,232
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(2)- Contract # [R0899203P1 \(Broward Main Library\)](#)
 Period: 2011-2018
 Contract amount: \$2,879,901.2
 Square Footage: 238,364
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(3)- Contract # [RO92180491 \(Broward South Regional Courthouse\)](#)
 Period: 2011-2018
 Contract amount: \$892,638.32
 Square Footage: 51,800
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(4)- Contract # [RFP1214808P1 \(Broward Janitorial Services for Various County Facilities\)](#)
 Period: 2016-2019
 Contract Amount: \$4,682,038.88
 Square Footage:
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

❖ **Miami Dade Public Housing**

Address: 1407 N.W 7 Street.
 City State Zip: Miami, FL 33125
 Phone/Fax: (786) 256-5862
 Contact Name: Florence Saint Jour, Facilities Supervisor
 Email: fstjour@miamidade.gov
 (1) Contract # [POHO1200773 \(Miami Dade Public Housing Janitorial Services\)](#)
 Period: 2013-2019
 Contract amount: \$504,000
 Square Ft: 840,000
 Summary of Service Provided: Janitorial/custodial services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

(2) Contract # [878B-0/9 \(Miami Dade Public Housing Janitorial Services\)](#)
 Contact Name: Aurea Ivette Velez
 Email: avelez@miamidade.gov
 Period: 2009-2014
 Contract Amount: \$840,000
 Square Ft: 936,000

Summary of Service Provided: Janitorial/custodial services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Miami Dade Transit**

Address: 6601 NW 72nd Ave
 City State Zip: Miami, FL 33166
 Phone/Fax: (786) 620-8223,
 Contact Name: Maria Corzo, Facilities Supervisor
 Email: Maria.Corzo@miamidade.gov

1- Contract #

ITQ9562-13MDT (Miami Dade Transit Janitorial Services)

Period: 2013-2018
 Contract amount: \$25,000,000
 Square Footage: 4,357,191
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

2- Contract #

ITQ9562-13MDT (Miami Dade Transit: Golden Glades)

Period: 2013-2018
 Contract amount: \$540,000
 Square Footage: 700,000
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

3- Contract #

RFQ9562-31ISD Janitorial Services in Various ISD Managed Facilities

Period: 2018-2023
 Contract amount: \$1,111,959.6
 Square Footage: 260,357
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

4- Contract #

#RFQ9562-34DTPW - JANITORIAL SERVICES - DTPW Rail, Mover, and Bus Facilities

Period: 1/2019-12/2023
 Contract amount: \$ 25,624,628.4
 Square Footage: 4,357,191
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Fulton County in Atlanta**

Address: 130 Peachtree Street #1168
 City State Zip: Atlanta, GA 30303
 Phone/Fax: (404) 612-4446/ (404) 893-6303
 Title: Janitorial Services for Selected Facilities
 Contact Name: James Morehead, Contract Administrator
 Email: James.Morehead@fultoncountyga.gov

1- Contract #

13ITB87106C-MT

Period: 2012-2016

Contract amount: \$867,706.6
 Square Footage: 174,414
 Summary of Service Provided: Janitorial services, labor, materials, cleaning supplies, restroom supplies (soap, toilet seat covers, toilet tissue, paper towels) and equipment

2- Contract # 18ITB113946C-BKJ Janitorial Services for Selected Fulton County Facilities (Groups E, F, G, H & I)

Period: 1/2019-12/2021
 Contract amount: \$600,135.12
 Square Footage: 169,112
 Summary of Service Provided: Janitorial services and the labor, materials, cleaning supplies, restroom supplies (including feminine products, soap, toilet seat covers, toilet tissue, paper towels, and other required supplies) and equipment (soap, toilet seat covers, toilet tissue, paper towels) and equipment

❖ **Sarasota County**

Address: 1001 Sarasota Center Blvd.
 City State Zip: Sarasota, FL 34240
 Phone/Fax: 941.716.4500
 Contact Name: Helen Reed, Procurement Analyst Sr
 Email: hreed@scgov.net
 Location: Sarasota County

Contract # Bid #166453HR Custodial Services

Period: 2/2017-1/2020
 Contract amount: \$2,027,948.34
 Square Footage: 528,175
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **City of North Miami**

Address: 776 NE 125th Street
 City State Zip: North Miami FL 33161-4116
 Phone/Fax: 305.895.9886
 Contact Name: Destrade Alberto
 Location: North Miami

Contract RFP No.18-15-16 Janitorial Services

Period: 2017-2019
 Contract amount: \$180,024
 Square Footage: 530,100
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Desoto County**

Address: 201 East Oak Street,
 City State Zip: Arcadia, Florida 34266
 Phone/Fax: (863)-993-4816
 Contact Name: Cindy Talamantez, CPPO, CPPB Purchasing Manager
 c.talamantez@desotobocc.com

Contract 18-19-00

Period: 10/2018-9/2020
 Contract amount: \$79,684.92
 Square Footage: 77,400
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, Pressure wash, floor care services, window cleaning

❖ **City of Doral**

Address: 8401 NW 53rd Terrace
 City State Zip: Doral, FL 33166
 Phone/Fax: 305-593-6740 ex 6022
 Contact Name: Luis Sanchez, Facilities Manager
 Email: Luis.Sanchez@cityofdoral.com

Contract ITB # 2017-28 City Wide Custodial Services

Period: 6/2018-5/2019
 Contract amount: \$71,497.44
 Square Footage: 85,116
 Summary of Service Provided: Janitorial/custodial Services, personnel/labor, supervision, cleaning supplies, and paper products, Pressure wash, floor care services, and window cleaning

4-4 Chi-Ada Corporation's offices**Principal office to serve this project:**

2750 W. Oakland Park Blvd Suite B,
 Oakland Park Florida 33311
 Phone: 954-777-5177
 Fax: 954-777-5147

Miami Office: 135 NW 163rd Street, Miami FL 33169
 Phone: 305-948-5651
 Fax: 954-777-5147

New York/New Jersey Office:

508 South 13th Street, Newark NJ 07103
 Phone: 305-962-0398

Fax: 954-777-5147

Atlanta Office: 2391 Benjamin E. Mays Drive
Atlanta, GA 30311
Phone (404)219-0026
Fax: 954-777-5147

5- Chi-Ada Corporation's Approach to Scope of Work

5.1 Understanding the Project

Chi-Ada corporation understands that there is a need to integrate appropriate strategies to reach our goal of maintaining cleaned facilities that can satisfy the City of Fort Lauderdale. In this regard, our strategy to meet or exceed quality standards is based on an adequate allocation of qualified workers for each facility and by applying our quality control program. Further, we have several approaches to minimizing service hours. In this regard, we use simplified plans to meet minimum work tasks to manage the interface with normal building activities. Finally, we identify normal building hours as well as any upcoming activities to maintain public areas and high-quality floor surfaces.

a. Allocation of qualified workers in each facility and quality control program

Dispatching the workers, our experimented, skilled and experienced supervisors and custodians head the entire workers in each facility. In this strategy, our goal is to ensure that all tasks are appropriately done. We also organize each pool of custodians by requiring the pool to be led by a team leader to coordinate their duties if the supervisors are present or not. Therefore, it helps us to maintains an organized cleaning standard, a top-to-bottom cleaning methodology that focuses on attention to detail. The strategy also allows us to provide a unique routine task, which requires our special cleaning skills. Incidentally, Chi-Ada Corporation implements a three-step integrated cleaning process which includes a daily cleaning checklist, quality assurance inspection reports,

and corrective action request process prepared by the management team. This checklist is helpful in providing a link between the cleaner and his/her duties. Consequently, the on-duty worker performs the cleaning process as per location specifications. Furthermore, we use our quality assurance inspection report to review the on-duty cleaner's work quality, which will be rated as unsatisfactory, poor, good, excellent, or requires urgent attention. Corrective action request of review and feedback information are given to the on-duty worker.

Chi-Ada Corporation employs color-coded cleaning methodology.

Color	Location of Use
Red	Infectious area
Green	Kitchen
Yellow	Bathroom
Blue	Open areas
Teal	General cleaning areas

b. Exceptions to Minimizing Service Hours

Chi-Ada Corporation minimizes the service hours through a good organization of the task to be completed. The corporation realizes this efficiency by assigning a crew for spot cleaning and mopping utilizing machines instead of manpower. By utilizing machines, we are able to reduce the service hours required in manpower.

c. Plan to Meet Minimum Work Tasks and Interface with Normal Building Activities

To accomplish our cleaning duties without interfering with the normal building activities, we identify the normal building hours as well as any upcoming activities and we schedule our task accordantly. Our services shall be performed in such a way that there will be no interference with, an operation in the premises. We schedule work for example, floor care, air quality cleaning and special projects primarily after office hours, by contacting building

managers in a timely manner so to reduce any incident's from occurring. Day time cleaning are focus on cleaning specific areas such as restrooms and other public areas according to contract specification to interface with normal building activities.

d. *Method to Maintain Public Areas and High-Quality Floor Surfaces*

Chi-Ada Corporation's strategy to maintain public areas and high-quality surfaces is through the use of Floor equipment, scrubbing and polishing hard floors and daily buffing and shine, Carpeted areas are cleaning by extraction cleaning then followed up with daily spotting cleaning of carpets, and dust moping by project crew trash removal and dusting are done by regular cleaning schedule. Through the spot cleaning, the firm uses damp cloths, sponges, scrub pads to remove smudges, fingerprints, marks, streaks from the surfaces of ledges, windows, walls, doors, door frames, and surfaces. Further, the company uses spot moping to remove spots, spills, and soils from non-carpet floors free of stains, streaks, and marks. The company also polishes stainless steel, chrome, and brass surfaces with polishes, and clean soft cloth. Finally, all garbage, debris, and other trash materials shall be removed as required from all areas to avoid spills, over flow, and deposited in dumpsters.

5.2 *Schedule, Coordination and Organization*

Scheduling basic and project work is an art on its own and every intricate detail must be taking into consideration. From total cleaning square footage, to scope of work, and cleaning availability are all factored into each and every detail when scheduling crew members. At Chi-Ada Corporation we are able to schedule all work with our in-house scheduling system. We analyze frequency, scope of work, as well as number of entries to coordinate a scheduling that incorporates all scope of work, ranging from daily, weekly, monthly, semi-annual, and annual

work to be completed. All of our work schedule will be readily available upon notice and will have an open line of communication with Chi-Ada managers and the facility managers.

Chi-Ada Corporation's scheduling methodology (time line)Year: 2019**Monthly Services**

- Dust & clean all exhausts, air conditioning registers & return vents 3rd Week of the Month
- Remove any/all cobwebs. 2nd Week of the Month
- Clean baseboards. 4th Week of the Month
- Clean tile floor grout 1st Week of the Month
- Clean trash receptacles. 2nd Week of the Month
- Open and clean ceiling fixtures 3th Week of the Month

Weekly Services

Task Description	Sun	Mon	Tues	Wed	Thu	Fri	Sat
<i>Clean all interior glass, windows, window frames, and sills with a window cleaner.</i>						X	
<i>Clean all non-glass doors and door frames.</i>					X		
<i>Wipe down all shelving with a damp cloth.</i>			X				
<i>Clean and disinfect all showers (if applicable).</i>		X					
<i>Clean all locker tops (if applicable).</i>		X					
<i>Clean all walls; clean tile walls with a non-toxic tile cleaner.</i>						X	
<i>Clean all chrome, stainless steel or metal railings, fixtures and metallic wall panels with a stainless-steel cleaner/polish.</i>			X		X		

Cleaning Locations:

Bayview Park, Floranada Park, George English Park, George English Park, Holiday Park multi-fields, Holiday Park Baseball fields, Holiday Park Jimmy Evert Tennis Center, Sunset Park Floyd Hull Stadium, Dottie Mancini Park, Parks Yard Restroom, Las Olas Esplanade at Riverwalk, Riverland Park, Mills Pond Baseball Restrooms, Mills Pond at the Multi-fields, Mills Pond Maintenance, Palm Aire Park, South Beach Restrooms, Fort Lauderdale Stadium, Cooley's Landing Restrooms, Hardy Park, Morton Activity Center, 15th Street Boat Basin/Cox Landing, Mangurian Park, and Osswald Park.

Daily Cleaning Schedule

- Empty all trash receptacles and replace plastic bag liners
- Sweep and mop all flooring with a disinfectant cleaner and rinse flooring
- Clean any dirt or stains with appropriate cleaners and solvents as needed to maintain an acceptable appearance.
- Replenish hand towels, toilet tissue, and soap dispensers.
- Clean all mirrors with an appropriate mirror cleaner.
- Clean and disinfect all basins, sinks and counter tops.
- Clean inside and outside of all toilets and urinals with a disinfectant.
- Clean and remove any debris, fecal matter, trash, cigarette residue, gum, food, dirt, as well as graffiti from the inside of restrooms and it's interior walls, partitions, floors, sinks and toilets.
- Report graffiti on exterior surfaces.
- Check all toilets, urinals, sinks, hand dryers, light fixtures, and soap dispensers to make sure they are operational; report inoperative equipment to the Contract Administrator.
- Replace all urinal blocks ensuring plastic wrappers are completely removed; urinal blocks must be placed in plastic screen holders.
- Restrooms with floor drains shall have a disinfectant and deodorizer poured into drains.

5.3 Workload of Chi-Ada Corporation

Our workload is rendered smooth through our day to day management. For that, our goal is to ensure that each contract we undertake, Chi-Ada complies with the contract specifications and requirements. Incidentally, for the management of each contract, we prioritize communications, meetings, inspections, and controls. Chi-Ada Corporation always establishes permanent channels of communication between the contract administration and Chi-Ada Corporation contracts manager to establish regular share of information about the management of the project. We also create a line of communication between our on-site staff, through our project manager and supervisors and the contract administrator with a goal to listen and apply the contract administrator recommendations and suggestions. We further hold regular meetings to report and mitigates quality issues. To maintain our quality assurance, our project manager and quality control manager, regularly, inspect the tasks of our personnel to identify any issues that can affect the contract compliance. We finally, control the rentability of our personnel to ensure that we are keeping the highest level of quality cleaning and make any changes that can augment the efficiency of services.

6 *Mitigation of Issues*

Chi-Ada Corporation has a daily reporting system and an inspection system to identify all issues and apply corrections to mitigate issues. We take pride in what we do by providing each customer with a first-rate response team. We provide a full range of water removal and mitigation services due to burst pipes, fire damage, etc. our team of professionals can resolve and restore the area to all the process of restoration to begin upon notified. Incidentally, we make a comprehensive effort on every contract we undertake to teach employees how to review all tasks

before proceeding onto the next assignment. Supervisors provide additional levels of formal inspections. We monitor issues through reports and observations to establish trends, to determine corrective actions and to assess effectiveness of corrective actions when implemented.

h- Available facilities, technological capabilities and other available resources for this project

In managing this project, Chi-Ada Corporation owns and operates supplies warehouse at 4139 N.W. 135 Street, Opa Locka, Florida 33054 uses for our awarded contracts. In addition, our employees will be equipped with smartphones and beepers to facilitate the project team cross-communication. Finally, we use innovative cleaning equipment for example IPC Eagle 32" Large Area Floor Scrubbing Machine for floor care.

6- References

❖ **Pleasantville Middle School**

Address:	40 Romer Ave
City State Zip:	Pleasantville, NY 10570
Phone/	914-741-1414
Contact:	Stephen Chamberlain, Director of Facilities III
Email:	chamberlains@pleasantvilleschools.org
Contract #	Bid 2015-2016 School Year
Period:	2015-2016
Contract amount:	\$122,200
Square Footage:	74,056
Scope of work:	Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

❖ **Briarcliff manor Union Free School**

Address:	45 Ingham Road
City State Zip:	Briarcliff Manor, New York 10510
Phone/Fax:	914.432.8134
Contact:	Anthony Bauso, Assistant Director of Facilities Operations and Maintenance
Email:	abauso@briarcliffschools.org

(2) Contract	#15-16-005F, 2015
Period:	2015-2016

Contract amount: \$222,015.33
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

(2) Contract #15-16-005F, 2016

Period: 2016-2017
 Contract amount: \$299,572.69
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

(3) Contract #15-16-005F, 2017

Period: 2017-2018
 Contract amount: \$303,347.30
 Square Footage: 160,000
 Scope of work: Janitorial services/general cleaning, labor, floor care, window cleaning, and equipment

❖ **Broward County Commissioner**

Address: 115 S. Andrews Avenue
 City State Zip: Fort Lauderdale, FL 33301
 Phone/Fax: 954 357 5675
 Contact: Ian Mitchell
 Email: imitchell@broward.org

(1)- Contract # RLI20080908-0-1 (Broward Various Locations)

Period: 2010-2015
 Contract amount: \$9,942,277.4
 Square Footage: 918,232
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(2)- Contract # R0899203P1 (Broward Main Library)

Period: 2011-2018
 Contract amount: \$2,879,901.2
 Square Footage: 238,364
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(3)- Contract # RO92180491 (Broward South Regional Courthouse)

Period: 2011-2018
 Contract amount: \$892,638.32
 Square Footage: 51,800
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

(4)- Contract # RFP1214808P1 (Broward Janitorial Services for Various County Facilities)

Period: 2016-2019

Contract Amount: \$4,682,038.88
 Square Footage:
 Summary of Services Provided: Janitorial/custodial services, labor, Pressure wash, floor Care services, window cleaning

❖ **Miami Dade Public Housing**

Address: 1407 N.W 7 Street.
 City State Zip: Miami, FL 33125
 Phone/Fax: (786) 256-5862
 Contact Name: Florence Saint Jour, Facilities Supervisor
 Email: fstjour@miamidade.gov
(3) Contract # **POHO1200773 (Miami Dade Public Housing Janitorial Services)**
 Period: 2013-2019
 Contract amount: \$504,000
 Square Ft: 840,000
 Summary of Service Provided: Janitorial/custodial services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

(4) Contract # **878B-0/9 (Miami Dade Public Housing Janitorial Services)**
 Contact Name: Aurea Ivette Velez
 Email: avelez@miamidade.gov
 Period: 2009-2014
 Contract Amount: \$840,000
 Square Ft: 936,000
 Summary of Service Provided: Janitorial/custodial services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Miami Dade Transit**

Address: 6601 NW 72nd Ave
 City State Zip: Miami, FL 33166
 Phone/Fax: (786) 620-8223,
 Contact Name: Maria Corzo, Facilities Supervisor
 Email: Maria.Corzo@miamidade.gov

5- Contract # **ITQ9562-13MDT (Miami Dade Transit Janitorial Services)**
 Period: 2013-2018
 Contract amount: \$25,000,000
 Square Footage: 4,357,191
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

6- Contract # **ITQ9562-13MDT (Miami Dade Transit: Golden Glades)**
 Period: 2013-2018
 Contract amount: \$540,000
 Square Footage: 700,000
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

7- Contract # **RFQ9562-31ISD Janitorial Services in Various ISD Managed Facilities**

Period: 2018-2023
 Contract amount: \$1,111,959.6
 Square Footage: 260,357
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

8- Contract # **#RFQ9562-34DTPW - JANITORIAL SERVICES - DTPW Rail, Mover, and Bus Facilities**

Period: 1/2019-12/2023
 Contract amount: \$ 25,624,628.4
 Square Footage: 4,357,191
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Fulton County in Atlanta**

Address: 130 Peachtree Street #1168
 City State Zip: Atlanta, GA 30303
 Phone/Fax: (404) 612-4446/ (404) 893-6303
 Title: Janitorial Services for Selected Facilities
 Contact Name: James Morehead, Contract Administrator
 Email: James.Morehead@fultoncountyga.gov

3- Contract # **13ITB87106C-MT**

Period: 2012-2016
 Contract amount: \$867,706.6
 Square Footage: 174,414
 Summary of Service Provided: Janitorial services, labor, materials, cleaning supplies, restroom supplies (soap, toilet seat covers, toilet tissue, paper towels) and equipment

4- Contract # **18ITB113946C-BKJ Janitorial Services for Selected Fulton County Facilities (Groups E, F, G, H & I)**

Period: 1/2019-12/2021
 Contract amount: \$600,135.12
 Square Footage: 169,112
 Summary of Service Provided: Janitorial services and the labor, materials, cleaning supplies, restroom supplies (including feminine products, soap, toilet seat covers, toilet tissue, paper towels, and other required supplies) and equipment (soap, toilet seat covers, toilet tissue, paper towels) and equipment

❖ **Sarasota County**

Address: 1001 Sarasota Center Blvd.
 City State Zip: Sarasota, FL 34240
 Phone/Fax: 941.716.4500
 Contact Name: Helen Reed, Procurement Analyst Sr
 Email: hreed@scgov.net
 Location: Sarasota County

Contract # **Bid #166453HR Custodial Services**

Period: 2/2017-1/2020
 Contract amount: \$2,027,948.34
 Square Footage: 528,175
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **City of North Miami**

Address: 776 NE 125th Street
 City State Zip: North Miami FL 33161-4116
 Phone/Fax: 305.895.9886
 Contact Name: Destrade Alberto
 Location: North Miami

Contract RFP No.18-15-16 Janitorial Services

Period: 2017-2019
 Contract amount: \$180,024
 Square Footage: 530,100
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, supplies, Pressure wash, floor care services, window cleaning

❖ **Desoto County**

Address: 201 East Oak Street,
 City State Zip: Arcadia, Florida 34266
 Phone/Fax: (863)-993-4816
 Contact Name: Cindy Talamantez, CPPO, CPPB Purchasing Manager
 c.talamantez@desotobocc.com

Contract 18-19-00

Period: 10/2018-9/2020
 Contract amount: \$79,684.92
 Square Footage: 77,400
 Summary of Service Provided: Janitorial/custodial Services, labor, equipment, Pressure wash, floor care services, window cleaning

❖ **City of Doral**

Address: 8401 NW 53rd Terrace
 City State Zip: Doral, FL 33166
 Phone/Fax: 305-593-6740 ex 6022
 Contact Name: Luis Sanchez, Facilities Manager
 Email: Luis.Sanchez@cityofdoral.com

Contract ITB # 2017-28 City Wide Custodial Services

Period: 6/2018-5/2019
 Contract amount: \$71,497.44

Square Footage: 85,116

Summary of Service Provided: Janitorial/custodial Services, personnel/labor, supervision, cleaning supplies, and paper products, Pressure wash, floor care services, and window cleaning

7- Minority/Women (M/WBE) Participation

Chi-Ada Corporation is not a certified minority/women business.

8- Subcontractors

Chi-Ada Corporation will not use a subcontractor for this project

9- Required Forms

A. Proposal Certification

City of Fort Lauderdale

Bid 12224-595

BID/PROPOSAL CERTIFICATION

Please Note: If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked **by the bidder** in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) Chi-Ada Corporation EIN (Optional): 65-0619776

Address: 2750 West Oakland Park Blvd Suite B

City: Oakland Park State: Florida Zip: 33065

Telephone No. 954-777-5177 FAX No. 954-777-5147 Email: bokoro@chiadacorporation.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): _____

Total Bid Discount (section 1.05 of General Conditions): _____

Does your firm qualify for MBE or WBE status (section 1.09 of General Conditions): MBE ☒ WBE ☐

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued	Addendum No.	Date Issued	Addendum No.	Date Issued
1	12/28/2018				

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDSINC you must also click the "Take Exception" button.**

N/A

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Bartholomew Okoro

Name (printed)

01/14/2019

Date:

revised 04/10/15


Signature

President

Title

B. Cost Proposal

City of Fort Lauderdale
Janitorial Services, Parks
RFP # 12224-595

SECTION VI - COST PROPOSAL PAGE - REVISED

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor shall quote firm, fixed, costs for all services identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Page 1 of 2

	LOCATIONS	DESCRIPTION	OPERATING HOURS	SERVICES PER YEAR	PRICE PER SERVICE (svc)	TOTAL ANNUAL COST PER LOCATION
1.	Bayview Park 4401 Bayview Dr. Located at northside of park. (Estimated Square Footage – 455 sqft.)	One Men and Women restroom. 1 Service per Day - Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ 13.25_/svc	\$ 4,836.25_
2.	Floranada Park Located at 5100 NE 14 Way, on north side of the school by baseball fields third base. (Estimated Square Footage – 88 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$12.55_/svc	\$4,580.75__
3.	George English Park Located at 1101 Bayview Dr. (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$13.25_/svc	\$4,836.25____
4.	George English Park Administrative Office Located at 1101 Bayview Dr. (Estimated Square Footage – 200 sqft.)	One unisex restroom with shower. 1 Service per Week– Must be cleaned once per week, by 12-noon.	7AM to 4PM	52 SVC	\$13.25_/svc	\$689.00_____
5.	Holiday Park multi-fields Located at 800 North Federal Highway. Located very close to Park Rangers office. (Estimated Square Footage – 660 sqft.)	One Men and Women restroom. 2 Services per Day - Must be cleaned 2 times a day. One cleaning by 9-am and the other must be 4 hours after first cleaning.	7AM to 8PM	730 SVC	\$13.25_____/svc	\$9,672.50_____
6.	Holiday Park Baseball fields, Located at most northern end of park, by NE 12 Way. (Estimated Square Footage – 744 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$13.25_/svc	\$4,836.25_____
7.	Holiday Park Jimmy Evert Tennis Center. Located at 800 North Federal Highway. (Estimated Square Footage – 648 sqft.)	One Men and Women restroom with showers. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 4PM	365 SVC	\$13.25_/svc	\$4,836.25_____
8.	Floyd Hull Stadium – inside the Park at the corner of SW 8 th Avenue & SW 28 Street	One Men and One Women restrooms (in the new concessions)	7AM to 6PM	365 SVC	\$21.50_/svc	\$7,847.50_____

17.	Mills Pond Maintenance Located at: 2201 NW 9 Ave (Estimated Square Footage – 42 sqft.)	One unisex restroom – 1 Service per day	8AM to 4PM	365 SVC	\$11.50_/svc	\$4,197.50_____
18.	Palm Aire Park Located at 3354 NW 63 St. (Estimated Square Footage – 636 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12- noon daily.	8AM to 4PM	365 SVC	\$13.25_/svc	\$4,836.25_____
19.	South Beach Restrooms Located at the beach at A1A and Harbor Drive, across from Bahia Mar Hotel and Marina (Estimated Square Footage – 1290 sqft.)	One Men and Women restroom. <u>Monday through Friday:</u> Must be cleaned three (3) times a day at 7 am, 12 noon, and 4 pm. <u>Weekends:</u> must be cleaned - six (6) times a day at 6 am, 9 am, 12 noon, 3 pm, 5 pm, 7 pm.	6AM to 8PM	1404 SVC	\$17.25___/svc	\$24,219.00___
20.	Fort Lauderdale Stadium Located at 1301 NW 55 Street (Estimated Square Footage – 260 sqft.)	Men and Women Restroom used for Soccer behind the left field bleachers, Main Men and Women Bathrooms located behind the food court area and Men and Women restrooms located behind the outfield bleachers. 3 cleanings per week - MWF	8AM to 9PM	168 SVC Corrected to: 156 SVC	\$21.50_/svc	\$3,354.00__
21.	Cooley's Landing Restrooms – 420 SW 7 Ave (Estimated Square Footage – 612 sqft.)	One Men and Women restroom. 1 Service per Day –	6AM to 7PM	365 SVC	\$13.25___/svc	\$4,836.25_____
22.	Hardy Park Located at 25 SW 9 Street (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day –	8AM to 9PM	365 SVC	\$13.25___/svc	\$4,836.25_____
23.	Morton Activity Center Located at 2890 SW 8 Ave (Estimated Square Footage – 400 sqft.)	One Men and One Women Restroom – 1 Service per Day	8AM to 5PM	365 SVC	\$13.25___/svc	\$4,836.25_____
24.	15th Street Boat Basin/Cox Landing Located at: 1784 SE 15 Street (Estimated Square Footage – 288 sqft.)	Need a daily cleaning of all the picnic tables under the pavilion by the restroom room. They will also need to wash the floor washed down daily and empty the 2 garbage can on eastside of the pavilion	8AM to 5PM	365 SVC	\$21.50___/svc	\$7,847.50_____

	(Estimated Square Footage – 288 sqft.)	1 Service per Day – Must be cleaned before 12-noon daily.				
9.	Floyd Hull Stadium Across from Morton Center – Outfield area (Estimated Square Footage – 260 sqft.)	One Men and Women restroom (Madera-Tyrell Building) 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ _27.25_/svc	\$ 9,946.25__
10.	Dottie Mancini Park. Located at 6400 NE 22 Ave. (Estimated Square Footage – 52 sqft.)	One unisex restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$12.55__/_svc	\$4,580.75_____
11.	Sunset Park. Located at 3775 SW 16 St., beside the school (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _13.25__/_svc	\$4,836.25_____
12.	Parks Yard Restroom. Located at 220 SW 14 Ave., by the Foremen and Supervisors offices. (Estimated Square Footage – 314 sqft.)	Unisex bathroom and hallway with shower. Also, cleaning of the ladies restroom (3 sinks and 3 toilets and one utility sink) at the front of the building. 2 Services per Week (Monday and Thursday), by 12-noon.	7AM to 3PM	52-SVC Corrected to: 104 SVC	\$21.50__/_svc	\$2,236.00_____
13.	Las Olas Esplanade at Riverwalk. Located directly across from the IMAX complex. (Estimated Square Footage – 1737 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$17.25__/_svc	\$6,296.25_____
14.	Riverland Park Located at 4000 Riverland Rd., on the north side of the park. (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$13.25__/_svc	\$4,836.25_____
15.	Mills Pond Baseball Restrooms 2201 NW 9 Ave. (by concession stand) Gated park entrance. (Estimated Square Footage – 184 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$13.25__/_svc	\$4,836.25__
16.	Mills Pond at the Multi-fields. Location is at southern end of park. Gated park entrance. (Estimated Square Footage – 668 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$13.25__/_svc	\$4,836.25_____

		<p>.This structure is 25'x16'.</p> <p>The bathroom structure is 20'x 15 and the mens and ladies bathroom both have one toilet and one sink in each room. The soap, toilet paper and paper towel dispensers need to be filled daily and the baby changing tables need to be cleaned daily. The garbage cans in each bathroom also need to be emptied daily. Clean 2 drinking fountains.</p> <p>The walls and floor and light fixtures need to fall under the same cleaning schedule as the other bathrooms.</p> <p>The fish cleaning table also needs to be cleaned daily with the right chemicals and no abrasive material should be used on it. Please report any damage or functioning issues. The floor also needs to be cleaned daily and lighting and walls should be cleaned on the same schedule as stated in contract. The garbage can will need to be cleaned daily as well.</p> <p>This whole facility needs to be cleaned daily before 12 noon.</p>				
25.	Mangurian Park Located at: 3850 N Federal Hwy	One Men and One Women Restroom (1 service per day)	8AM to 9PM	365 SVC	\$13.25 /svc	\$4,836.25__

	(Estimated Square Footage – 288 sqft.)					
26.	Osswald Park Located at: 2220 NW 21 Ave (Estimated Square Footage – 630 sqft.)	One Men and One Woman Restroom – 1 cleaning per day	8AM to 9PM	365 SVC	\$13.25__/svc	\$4,836.25__

(All cleaning schedules as outlined in Contract are subject to change by City)

TOTAL ANNUAL COST \$153,174.05__

Special Events:

In addition, the City of Fort Lauderdale occasionally hosts special events which require a restroom monitor be present to ensure the restroom facilities are kept clean during City sponsored special events. Please indicate your cost for a restroom monitor below. This shall be a flat rate, regardless of nights/weekends/holidays.

\$ _31.50__ per hour

C. Non-Collusion Statement

City of Fort Lauderdale

Bid 12224-595

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
<u>none</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

D. Non-Discrimination Certification Form

City of Fort Lauderdale

Bid 12224-595

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- (a) Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.


Authorized Signature

Bartholomew Okoro, President
Print Name and Title

01/14/2019
Date

Forms Non-ISO 09/22/2017

1/2/2019 7:00 AM

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E. Local Business Preference (LBP)

City of Fort Lauderdale

Bid 12224-595

LOCAL BUSINESS PRICE PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- (1) _____
Business Name is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
- (2) _____
Business Name is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
- (3) Chi-Ada Corporation
Business Name is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.
- (4) _____
Business Name requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
- (5) _____
Business Name requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
- (6) _____
Business Name is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.

BIDDER'S COMPANY: Chi-Ada Corporation

AUTHORIZED COMPANY PERSON: Bartholomew Okoro 01/14/2019
NAME SIGNATURE DATE

Forms Non-ISO Revision 09/22/2017

1/2/2019 7:00 AM

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F. Contract Payment Method

City of Fort Lauderdale

Bid 12224-595

CONTRACT PAYMENT METHOD BY P-CARD

THIS FORM MUST BY SUBMITTED WITH YOUR RESPONSE

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract.


Please indicate which credit card payment you prefer:

_____ MasterCard

 X Visa Card

Company Name: Chi-Ada Corporation

Bartholomew Okoro
Name (Printed)


Signature


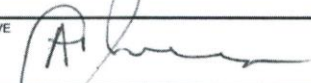
01/14/2019
Date

President
Title

- Green Cleaning Certification



10- Sample Insurance Certificate

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/14/2018		
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER BENDELL INSURANCE GROUP INC PO Box 164235 Miami, FL 33116-4235		CONTACT NAME: ANDREW OGHINAN PHONE (A/C, No, Ext): (305) 249-5055 FAX (A/C, No): (305) 249-5057 E-MAIL ADDRESS: big@bendellinsurance.com				
INSURED CHI-ADA CORP 2750 W .OAKLAND PARK BLVD. #B FT. LAUDERDALE, FL 33311 954-777-5147		INSURER(S) AFFORDING COVERAGE INSURER A: ADMIRAL INSURANCE COMPANY NAIC# 24856 INSURER B: PROGRESSIVE EXPRESS INS COMPANY 10193 INSURER C: WESCO INSURANCE COMPANY 25011 INSURER D: INSURER E: INSURER F:				
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			CA000020588-05	12/23/18 12/23/19	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
						MED EXP (Any one person) \$ EXCLUDED
						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY/AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			03913306-2	09/28/18 09/28/19	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$
	DED <input type="checkbox"/> RETENTION \$			NA		AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	WWC3318631	12/15/18 12/15/19	WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER
						E.L. EACH ACCIDENT \$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
				NA		
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) JANITORIAL SERVICES.						
CERTIFICATE HOLDER IS INCLUDED AS ADDITIONAL INSURED ON THE GENERAL LIABILITY PER WRITTEN CONTRACT.						
CERTIFICATE HOLDER 				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 		

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ACORD25(2010/05)

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11- Addendum



City of Fort Lauderdale • Procurement Services Division
100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301
954-828-5933 Fax 954-828-5576
purchase@fortlauderdale.gov

ADDENDUM NO. 1

RFP No. 12224-595
TITLE: Janitorial Services, Parks

ISSUED: January 14, 2019

This addendum is being issued to make the following change(s):

1. Section VI – Cost Proposal Page, Line Items 12 and 20 have been corrected. Bidder must use the Revised Section VI included with this addendum.
2. The end date has been changed to Wednesday, January 23, 2019.

All other terms, conditions, and specifications remain unchanged.

AnnDebra Diaz, CPPB
Procurement Administrator

Company Name: Chi-Ada Corporation
(please print)

Bidder's Signature: 

Date: 01/15/2019

12- Conclusion

The Chi-Ada Corporate mission is to provide the most outstanding janitorial services possible.

- We take pride in being productive and self-sufficient regarding our work and responsibilities.
- We believe that hard work and determination is the key to our company's success.
- We stride to have a strong work ethic and to help employees become goal-oriented individuals.
- We believe that we teach by example.

This is the work ethic and commitment that Chi-Ada will bring to your facility. We want to help provide excellent service to our clients. We vow to work meticulously to meet all standards set for us and to continuously improve our service to reach the highest possible quality that can be obtained. Above all, we yearn to help your facilities image to being "The cleanest in America".

Chi-Ada Corporate services is your 24/7, 365 day per year single source provider for all of your facility cleaning needs. Whether there is a need for a one-time service or an ongoing maintenance program, look to Chi-Ada Corporation to provide the services needed.

We look forward to the opportunity to serve you!