



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

#19-0384

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

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: May 7, 2019

TITLE: Motion to Approve Contracts for Purchase of Janitorial Services for the
Police Department – BNB Distributors Co., and Marsden South, L.L.C. –
Not to Exceed \$414,503 (estimated three-year total) – **(Commission
Districts 1, 2, 3 and 4)**

Recommendation

It is recommended that the City Commission approve two three-year contracts, in substantially the forms attached, for the purchase of janitorial services for the Police Department from BNB Distributors Co., as primary contractor, and Marsden South L.L.C., as secondary (backup) contractor, in the estimated, aggregate three-year cost of \$414,503 and to authorize the City Manager, or designee, to approve two, one-year renewal options, contingent upon appropriation of funds.

Background

The Police Department requires janitorial services at locations including the Main Police Building, Mounted Unit, Marine Unit, Special Investigations Division, Internal Affairs Office, Community Policing Initiative Office, City Jail, Sistrunk Boulevard Substation, Training Facility, Street Crimes Division, Evidence Warehouse, Cordova Substation, and K-9 Facility. The Contractor will be required to furnish all labor, insurance, uniforms and cleaning materials.

On February 8, 2019, the Procurement Services Division issued Invitation to Bid No. 12254-793. Fourteen bids were received on February 21, 2019, and all bids were reviewed by Police and Procurement staff for compliance with the solicitation specifications. Based on the review, the bids submitted by BNB Distributors Co. and Marsden South L.L.C. have been deemed the lowest cost, responsive and responsible bidders.

The first and second-rated vendors meet the minimum qualifications necessary for award of the contract. It should be noted that contracts are awarded in the entirety to the primary vendor and secondary vendor will only be engaged in the event of contract cancellation. The total amount of \$414,503 will ensure sufficient funds to cover the secondary contractor's rates should it become necessary to engage their services.

Resource Impact

There will be a Fiscal Year 2019 impact to the City in the estimated amount of \$46,410
Future expenditures are contingent upon approval and appropriation of funds.

<i>Funds available as of April 23, 2019</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	PURCHASE AMOUNT
001-POL020401-3222	Police Staff Support	Services/ Materials / Custodial Services	\$2,324,959	\$811,148	\$46,410
PURCHASE TOTAL ►					\$46,410

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Neighborhood Enhancement Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 3: Provide safe, efficient and well-maintained vehicles, equipment and facilities and integrate sustainability into daily operations.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan*: We are Community.

Attachments

Exhibit 1 – Solicitation

Exhibit 2 – Bid Tabulation

Exhibit 3 – BNB Distributors Contract

Exhibit 4 – Marsden Inc. Contract

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