SUBJECT: JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS

BID #: ESC-0401-23 **OPEN DATE:** 7/19/2023

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS DIVISION

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 90 **NUMBER RECEIVED:** 4 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to increase the award to JanCo FS 2, LLC dba Velociti Services (contract #70727-23) by $500,000.00 for FY24 due to the need for expanded carpet services and deep cleaning services. Total revised not-to-exceed award amount will be $3,112,023.92. Period of service will remain unchanged with an expiration date of September 30, 2024 with four (4) one (1) year renewal options.

This award will be funded from various agency accounts, executed by formal contract amendment #1 through the Office of General Counsel, and processed via Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Previous Award

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROY BIRBAL, CFM, CHIEF, PUBLIC BUILDINGS DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works

Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904)630-CITY
jacksonville.gov

MEMORANDUM

TO: **Dustin Freeman, Chief**
Procurement Division

THRU: **Nina Sickler, P.E., Director**
Department of Public Works

FROM: **Roy Birbal, Chief**
Public Buildings Division

SUBJECT: **Increase Request, POA-70727-23, Bid #ESC-0401-23**
JanCo FS 2, LLC (dba) Velociti Services
Janitorial Services for Various City

DATE: **December 27, 2023**

The Department of Public Works, Public Buildings Division requests an increase in the amount of $500,000.00 for the referenced contract. The increase will cover expanded services for carpet and deep cleaning services during FY24 for Various City locations including Jacksonville Public Libraries.

The revised not-to-exceed amount will be $3,112,023.92.

The funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account and fiscal year.

Your assistance in concurring with the recommendation would be appreciated. If you have any questions or concerns regarding this matter, please contact Kelly Hooten at 904-255-4340.

Attachments: Previous Award

SUBJECT: JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS

BID #: ESC-0401-23 **OPEN DATE: 7/19/23**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: EVALUATION CRITERIA- HIGHEST SCORE

NUMBER OF BIDS INVITED: (90) NUMBER RECEIVED: (4) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
The City had previously issued this RFP, and the evaluation committee has evaluated proposals, based upon the evaluations and scores, rankings are as follows (highest to lowest):

1. JanCo FS 2, LLC (dba) Velociti Services - (Score) 99.00
2. Integrity – (Score) 95.78
3. D&B Building Services, Inc. - (Score) 89.13
4. American Facility Services (Score) 81.30

Recommend approval of award to JanCo FS 2, LLC (dba) Velociti Services, as the highest scoring bidder, for Janitorial Services at Various City Locations, per evaluation criteria. Period of Service will be from October 1, 2023 through September 30, 2024, with four (4) one (1) year renewal options. Total award amount not-to-exceed $2,612,023.92.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2023. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for work herein. A written notification will be provided in the event the funds are appropriated.

Funding Source: from various accounts, to be executed by formal contract through Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Scoring Sheet, Bid Tabulation, Evaluation Matrix, Scope of Services, Terms and Conditions

ANALYST: _____ Corey Side

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, CFM, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 8/17/2023

OTHER: 8/22/23

ACTION OF AWARDING AUTHORITY DATE 8/22/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No. 2023-02