SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14 **OPEN DATE: 9/3/14**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED: (8) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase award with ISS Facility Services (contract #9578-02), in the amount of $6,384.80 to include the following two locations: Florida Theatre (floors 4 and 6) and JSO ICAC Facility. Period of service will be from June 1, 2017 through February 12, 2018. Total estimated annual expenditure in the amount of $1,890,787.32. Total revised award amount not- to-exceed amount of $5,768,043.10.

This award to be funded by account(s):
PWPB5A1MAPR-03410E to be executed by contract amendment through Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award(s)

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
for GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROY BIRBAL, CHIEF, PUBLIC BUILDINGS DIVISION

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 630-5401
www.coj.net

ONE CITY. ONE JACKSONVILLE

May 24, 2017

MEMORANDUM

TO: **Competitive Sealed Proposals Evaluation Committee (CSPEC)**

ATTN: **Gregory W. Pease, Chief, Procurement Division**

THRU: **John P. Pappas, P.E., Director**

FROM: **Roy Birbal, Chief**

SUBJECT: **ESC-0622-14: JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS AMENDMENT AND INCREASE REQUEST TO ADD JANITORIAL SERVICES**

The Public Buildings Division is recommending approval to amend and increase the award with ISS Facility Services for Janitorial Services For Various City Locations by adding the following locations effective June 1, 2017.

Location 1: Florida Theatre (Floors 4 and 6) at 128 E Forsyth Street
5 day a week janitorial service

Location 2: JSO ICAC Facility (Internet Crimes Against Children) at 1736 University Boulevard South
3 day a week janitorial service

Funding from June 1, 2017 through February 12, 2018 will be as follows:

Location 1:	Florida Theatre (Floors 4 and 6)	$3,616.00 ($452.00 per month X 8 months)
Location 2:	JSO ICAC Facility	$2,768.80 ($346.10 per month X 8 months)
Total Funding:		$6,384.80 ($798.10 per month X 8 months)

The total revised estimated annual expenditure will be $1,890,787.32, for a revised total contract amount not-to-exceed $5,768,043.10.

If approved, funding will be encumbered using **PWPB5A1MAPR-03410E** for these locations and documented by formal Contract Amendment #3 (Contract 9578-02) through the Office of General Counsel.

Your assistance in concurring with this recommendation would be appreciated. If you have any questions or concerns regarding this matter, please contact Jim Lange at 904-633-4070.

Attachments: Vendor Proposals
Last Award Copy

cc: Ann Brackin, Public Works Contracts Specialist
Marilyn Laidler, Procurement Analyst
Jim Lange, Contract Administration Coordinator

ab

FACILITY SERVICES
5200 NW 34th Blvd. Suite C
Gainesville, Florida 32615

April 12, 2017

Jim Lange
City of Jacksonville
555 West 44th Street
Jacksonville, FL 32208

RE: Proposal for janitorial services @ New JSO location at1736 S. University

At your request, we are submitting the following proposal for your consideration.

ISS Facility Services (ISS) will furnish all equipment, labor, and supervision necessary to perform janitorial services at the above location.

Janitorial Services 3 days per week	$346.10 per month

ISS is a *drug-free* business dedicated to providing quality services and equal employment opportunities.

ISS is fully insured, including Contractors Liability and full Workman's Compensation insurance. Our insurance agent, at your request, will provide a Certificate of Insurance.

We appreciate this opportunity to offer our proposal for you janitorial needs, and hope that we may continue to be of service to you. If there are any questions, please feel free to call us.

Sincerely,
Rene Bartlett
Operations Manager
ISS Facility Services

352/372-8753 Phone 904/265-1926 Phone http://www.us.issworld.com
352/372-1510 Fax 904/265-1927 Fax

FACILITY SERVICES
1225 West Beaver Street
Jacksonville, Florida 32204

May 22, 2017

Jim Lange
City of Jacksonville
555 West 44th Street
Jacksonville, FL 32208

RE: Proposal for janitorial services @ Florida Theatre 4th & 6th Floor

At your request, we are submitting the following proposal for your consideration.

ISS Facility Services (ISS) will furnish all equipment, labor, and supervision necessary to perform janitorial services at the above location.

Janitorial Services 5 days per week	$452.00 per month

ISS is a *drug-free* business dedicated to providing quality services and equal employment opportunities.

ISS is fully insured, including Contractors Liability and full Workman's Compensation insurance. Our insurance agent, at your request, will provide a Certificate of Insurance.

We appreciate this opportunity to offer our proposal for you janitorial needs, and hope that we may continue to be of service to you. If there are any questions, please feel free to call us.

Sincerely,
Rene Bartlett
Operations Manager
ISS Facility Services

352/372-8753 Phone 904/265-1926 Phone http://www.us.issworld.com
352/372-1510 Fax 904/265-1927 Fax

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14

OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED: (8) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to utilize the second renewal option with ISS Facility Services (contract #9578-02), for Janitorial Services for Various City Locations. Period of service will be from February 13, 2017 through February 12, 2018, with one (1) year renewal option remaining. Total estimated annual expenditure in the amount of $1,884,402.52. Total revised award amount not- to-exceed amount of $5,761,658.30.

This award to be funded by account(s):
PWPB5A1HB-03410E - $25,006.92- PWPB- Godbold Building
PWPB5A1SJ-03410E - $258,200.76- PWPB- St. James Building
PWPB5A1YB-03410E - $70,505.52- PWPB- Yates Building
PWPB5A1BALL-03410E - $243,697.08- PWPB Ed Ball Building
PWPB5A1MAPR-03410E - $527,673.12- PWPB Various Public Buildings
PWPB5A1PD-03410E- $14,319.12- PWPB Pre- Trail Detention Facility
PLJX011MBBS-03410 – $725,000.00- Jacksonville Public Library
PLJX15WLCFT-03410 - $20,000.00- Jacksonville Public Library- Conf. Facilities
To be executed by contract amendment through Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award(s)

ANALYST: Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: LUIS F. FLORES, CHIEF, PUBLIC BUILDINGS DIVISION

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 1/19/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 1/19/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Pursuant to
Executive Order No. 2015-05

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14

OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED: (8) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of three (3) renewal options with ISS Facility Services. Period of service is from February 13, 2016 through February 12, 2017. Total revised estimated annual expenditure in the amount of $1,867,008.93, for a not to exceed amount of $3,877,255.78.

Funding Source:
PWPB5A1HB-03410E - $25,006.87
PWPB5A1SJ-03410E - $258,200.72
PWPB5A1YB-03410E - $70,505.20
PWPB5A1BALL-03410E - $243,697.08
PWPB5A1MAPR-03410E - $545,599.06
PLJX011MBBS-03410 – $704,000.00
PLJX15WLCFT-03410 - $20,000.00

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 2/11/16

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 2/11/16

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14 OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT - ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED (8) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with, ISS Facility Services, in the amount of $6,000.00 to cover services for the Main Library Conference Center through September 30, 2015. Total revised estimated annual expenditure in the not to exceed amount o $2,010,246.85.

Funding Source: PLJX15WLCFT-03410– To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED For GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 08/06/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 8/06/15

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14 OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED: (8) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with, ISS Facility Services, in the amount of $128,000.00 ($55,355.16/month) to cover services for the libraries through September 30, 2015. Total revised estimated annual expenditure in the not to exceed amount of $2,004,246.85.

Funding Source: PLJX011MBBS-03410 – To be encumbered by purchase order

Attachments: Recommendation Memo and Previous Awards

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 07/23/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 7/22/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14

OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED (8) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the highest scoring responsive, responsible bidder, ISS Facility Services, to provide janitorial services for various City locations as a result of negotiations. Period of service is one (1) year from date of award in the total not to exceed expenditure amount of $1,876,246.85

Funding (FY15) for this award to be encumbered by the following accounts and to be executed by formal contract execution through the Office of General Counsel:

PWPB5A1BALL-03410E - $121,848.54
PWPB5A1HB-03410E - $12,503.46
PWPB5A1MAPR-03410E - $270,839.96
PWPB5A1PD-03410E - $7,159.56
PWPB5A1SJ-03410E - $129,100.38
PWPB5A1YB-03410E - $35,252.76
PLJX15WLCFT-03410 - $3,400.00
PLJX011MBBS-03410 - $207,000.00

Attachments: Recommendation Memo, Tabulation, Evaluation Matrix, Scoring Sheet, Specifications and Previous Award

ANALYST: _____ ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED _____ GREGORY REASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE 02/12/15

OTHER ____

ACTION OF AWARDING AUTHORITY DATE 2/12/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION _____

Cleveland Ferguson III
Deputy Chief Administrative Officer
~~For Mayor Alvin Brown~~
Under Authority of
~~Executive Order~~ No. 2015-01

SUBJECT: JANITORIAL SERVICES AT VARIOUS CITY LOCATIONS

BID #: ESC-0622-14

OPEN DATE: 9/3/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2015 WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PUB BLDGS

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (67) NUMBER RECEIVED: (8) OTHER (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
ISS Facility Services failed to acknowledge addendum 1 issued for this project. The information contained does not materially alter the specifications. Recommend approval to waive this as a minor irregularity.

Recommend approval to enter into negotiations with the highest ranked responsive, responsible bidder, ISS Facility Services. The results of the negotiations will be documented and brought before the CSPEC Committee for approval.

Attachments: Recommendation Memo, Tabulation, Addendum, Evaluation Matrix, Scoring Sheet and Specifications

ANALYST: ANNETTE L. BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Luis F. Flores, Chief, Public Buildings Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 10/09/14

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 10/9/14

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION