



**City of Coral Gables**  
**CITY COMMISSION MEETING**  
**August 24, 2010**

**ITEM TITLE:**

Resolution accepting the recommendation of the Chief Procurement Officer to award a Citywide Janitorial Services and Products contract to Vista Building Maintenance Services pursuant to Section 2-828 of the Procurement Code and RFP 2010.06.04 in the amount of \$370,168.92 (three hundred seventy thousand one hundred sixty-eight dollars and ninety-two cents) per year for an initial three (3) year term with two (2) additional one (1) year renewal options.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval..

**BRIEF HISTORY:**

The purpose of this contract is to provide Janitorial Services and Products to clean and maintain various City building and facilities. The selected contractor shall furnish all supplies, materials, equipment, labor and supervision necessary to perform this work, pursuant to the RFP. Services provided under this contract shall be carried out through planning, assignment of personnel, coordination of resources, inspections and other quality control activities, field operations, reporting and other forms of administrative management required to provide optimal service quality and effectiveness.

On July 2, 2010, the Procurement Division of the Finance Department formally advertised this Request for Proposals (RFP). Forty-three (43) vendors downloaded the RFP package from the Procurement website or picked up this package from the Procurement Division of Finance Office. Two (2) non-mandatory tours of City buildings were scheduled on Thursday, July 8, 2010, and Tuesday, July 13, 2010, to allow potential proposers to view facilities in which janitorial services will be provided under the contract. On July 29, 2010, ten (10) companies submitted proposals as follows; Jani King, Vista Building Maintenance, ABP Maintenance, Jesus Martinez, d/b/a Service Master, SFM Services, Chi-Ada Corporation, Triangle Services, Cleaning Systems, Image Companies and Performance Cleaning Group.

On August 5, 2010, the Evaluation Committee met to evaluate proposals using the following criteria: contractors' qualifications, resources, ability to perform, references, past performance and price. This evaluation resulted in a tie between the two proposers, Vista Building Maintenance and Performance Cleaning Group. In accordance, with Section 2-766 of the Procurement Code and R2-766.12.2 of the Administrative Regulations, the selection of the most responsive responsible proposer in the event of a tie is made as follows: *"if the tie bid of bidders whose principal place of business is located in Miami Dade County, the bidder located in Miami-Dade County shall be given preference."* As Vista Building Maintenance is located in Miami-Dade County they are given preference and are therefore recommended to be awarded the City's Janitorial Services and Products Contract.

**FINANCIAL INFORMATION: (If Applicable)**

No.	Amount	Account No.	Source of Funds
1.	\$370,168.92	By Facility	Facilities Maintenance Fund
Total:	\$370,168.92	APPROVED BY:	

**APPROVED BY:**

Department Director	City Attorney	City Manager

**ATTACHMENT(S):**

1. Draft Resolution    2. Bid Response    3. Tabulation Sheet