

CITY OF CORAL GABLES, FLORIDA

DRAFT RESOLUTION

A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE CHIEF PROCUREMENT OFFICER TO AWARD THE CONTRACT FOR JANITORIAL MAINTENANCE SERVICES TO SFM SERVICES, INC., IN THE AMOUNT OF \$1,192,809 ANNUALLY PURSUANT TO REQUEST FOR PROPOSALS (RFP) 2015.10.26 AND SECTION 2-828 OF THE PROCUREMENT CODE ENTITLED “CONTRACT AWARD”.

WHEREAS, on October 26, 2015, the Procurement Division of Finance formally advertised, issued, and distributed the Janitorial Maintenance Services RFP 2015.10.26; and

WHEREAS, on November 10, 2015, a non-mandatory pre-proposal conference was held with thirteen (13) prospective proposers in attendance of the twenty-three (23) proposers who obtained the RFP package from the Procurement Division; and

WHEREAS, on November 23, 2015, a site visit was scheduled to all City facilities and twenty-one (21) participants attended; and

WHEREAS, on January 7, 2016, six (6) proposals were received in response to RFP 2015.10.26 as follows; National Cleaning Contractor USA, Inc., Kelly Janitorial System, Inc., SFM Services, Inc., ABP Maintenance Corp., Vista Building Maintenance Services, Inc., and Able Business Service Inc.; and

WHEREAS, on January 21, 2016, the Evaluation Committee convened to evaluate the six (6) responsive proposals and determined that SFM Services, Inc., is the top-ranked responsive and responsible proposer; and

WHEREAS, the estimated annual cost for the first full year of the contract, FY 2016/2017, excluding an anticipated increase in the Miami-Dade County Living Wage, will be a total of \$1,192,809 of which \$1,005,615 will be for the routine and seasonal schedules and \$187,194 for deep cleaning performed on a quarterly basis; and

WHEREAS, the Chief Procurement Officer recommends accepting the Evaluation Committee’s recommendation and awarding SFM Services, Inc., the Janitorial Maintenance Services contract; and

WHEREAS, Section 2-650 of the Procurement Code authorizes the City Manager to delegate authority to the Chief Procurement Officer to administer and make recommendations on City contracts.

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

Section 1. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon adoption hereof.

Section 2. That the City Commission accepts the recommendation of the Chief Procurement Officer to award the contract for Janitorial Maintenance Services to SFM Services, Inc., in the amount of \$1,192,809 annually pursuant to Request for Proposals (RFP) 2015.10.26 and Section 2-828 of the Procurement Code entitled “Contract Award”, subject to final approval and execution of a contract by City staff.

Section 3. That this Resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS FIFTEENTH DAY OF MARCH, 2016

(Moved by _____, Seconded by _____)
(Passed 0/0 vote)

JAMES C. CASON
MAYOR

ATTEST:

WALTER FOEMAN
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

CRAIG E. LEEN
CITY ATTORNEY