

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: June 7, 2021

FROM: Peter J. Iglesias, P.E.
City Manager



SUBJECT: Award Recommendation
RFP 2021-005 Janitorial Maintenance
Services

At the next available City Commission Meeting an award recommendation for RFP 2021-005 Janitorial Maintenance Services will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with SFM Janitorial Services, LLC., the highest ranked responsive and responsible proposer, for Janitorial Maintenance Services, RFP 2021-005.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer, up to the third ranked qualified Proposer, if determined to be in the best interest of the City, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On March 26, 2021, the Procurement Division of Finance formally advertised, issued, and distributed Janitorial Maintenance Services, Request for Proposals (RFP) 2021-005. Seventy-Six (76) prospective proposers downloaded the RFP package from Public Purchase, the City's web-based e-Procurement service.

On May 3, 2021, nine (9) firms submitted proposals in response to the RFP: Chi-Ada Corporation; Fast Cleaning Solutions, LLC; GBC Facility Services; Jesus Martinez d/b/a Professional Cleaning Solutions; Marsden South, LLC; SFM Janitorial Services, LLC; Triangle Services of Florida, Inc; United States Service Industries (USSI); and WeClean Commercial Cleaning.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the review, it was determined that the following proposers would be deemed non-responsive and would receive no further consideration for award:

- GBC Facility Services, Jesus Martinez d/b/a Professional Cleaning Solutions, and WeClean Commercial Cleaning (proposers failed to submit financial statements as required under Section 3 of the RFP and failed to include required information to allow the City to evaluate the proposal per the criteria set forth in Section 7.3 of the RFP).
- Triangle Services, Inc. (proposer failed to acknowledge Addendum No. 2 and failed to use the updated Proposal Pricing Form that was included as "Attachment 1" to Addendum No. 2).
- X Clean Corp (proposer failed to comply with the submittal requirements of the RFP).

On June 1, 2021, the Evaluation Committee convened to evaluate five (5) responsive and responsible proposals and ranked the firms in the following order of preference: SFM Janitorial Services, LLC (top-ranked), United States Service Industries, Inc (USSI) (second ranked), Marsden South, LLC (third ranked); Chi-Ada Corporation (fourth ranked); and Fast Cleaning Solutions, LLC (fifth ranked). The Evaluation Committee determined that SFM Janitorial Services, LLC., was the highest ranked responsive-responsible proposer.

The Evaluation Committee further recommended that should negotiations fail with SFM Janitorial Services, LLC., negotiations could be conducted with the next ranked firm, up to the third ranked firm, until an agreement and contract amount acceptable to the City has been reached.

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal response and evaluation results will be provided to you as part of the Agenda package.

Please contact me should you have any questions.

Copy:

Miriam Soler Ramos, Esq., City Attorney

Billy Y. Urquia, City Clerk

Eduardo Santamaria, Assistant City Manager

Hermes Diaz, Public Works Director

Jorge Gomez, Deputy Director/City Engineer

Ralph Rodriguez, Facilities Maintenance Division Chief

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Finance Assistant Director for Procurement