

City of Coral Gables City Commission Meeting
Agenda Item H-2
March 15, 2016
City Commission Chambers
405 Biltmore Way, Coral Gables, FL

City Commission

Mayor Jim Cason
Commissioner Pat Keon
Commissioner Vince Lago
Vice Mayor Frank Quesada
Commissioner Jeannett Slesnick

City Staff

City Manager, Cathy Swanson-Rivenbark
City Attorney, Craig E. Leen
City Clerk, Walter J. Foeman
Deputy City Clerk, Billy Urquia
Chief Procurement Officer, Michael Pounds

Public Speaker(s)

Agenda Item H-2 [12:02:04 p.m.]

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."

Mayor Cason: We have a resolution accepting the recommendation of the Chief Procurement Officer to award Janitorial Maintenance Services.

City Manager Swanson: We have our Procurement Director out in the lobby. This is a new and expanded cleaning program that we are in. You all made it very clear that the condition of our facilities, both inside and out need to be improved. It is more money than in the past, but it is for three reasons. One, you'll see a living wage that is included; we believe that's very important, that increase the cost by 30 percent. You'll see additional projects that are included in the work program; 2506, the recent purchase of the building on Ponce; the street markers, on the different

corners throughout the City, they'll be pressure cleaned and they'll be put in better condition; and then 10 percent because of green products. You all have said that you really want us to be purchasing green products and you recognize that there is an additional cost. So we are recommending this item. We have our Procurement Director here and our Public Works team here to answer whatever questions, but the packet is well detailed.

Mayor Cason: Mr. Pounds you want to...

Mr. Pounds: The purpose of this contract is to provide janitorial services and green products to clean and maintain various City facilities. All supplies, materials, equipment, machinery, tools, labor and supervision necessary to perform the contract are furnished by the contractor. On October 26, 2015, the Procurement Division of Finance formally advertised and distributed the janitorial maintenance services RFP. On November 10th we held a non-management pre-proposal conference. On November 23, 2015 we had a site visit at various locations in the City. On January 7, 2016, six proposals were received in response to the RFP. They were received from National Cleaning Contract USA, Inc., Kelly Janitorial Systems, Inc., SFM Services Inc., ADP, Maintenance Corporation, Vista Building, Maintenance Services Inc., and Able Business Service. On January 21, 2016, the evaluation convened to evaluate the six responsive and responsible proposals and determine that SFM Services Inc. is the top ranked proposer. The Evaluation Committee consisted of Matt Anderson of the Public Works Department, Mitranand Bhagrathi from Finance Budget, Carolina Vesper from the Venetian Pool, Richie Torres from Fire Safety representing the Public Safety Building, Christine Matteucci, the Youth Center Coordinator for Parks and Recreation, Kara Kautz, Assistant Historic Resource Director, and Ralph Rodriguez the Facilities Director. The estimated annual cost for these services, service to the City for the first full year of the contract is anticipated to be \$1,192,809. As the City Manager mentioned, the increase is due to going to the living wage, adding additional services, and adding additional buildings, and to a lesser degree also going to a green materials program, which is called Green Seal Certified.

Mayor Cason: Any questions?

Commissioner Lago: There is not really much change in reference to the first iteration of this contract, right?- or the issues are just that we requested the additional green products and the cost of living.

City Manager Swanson-Rivenbark: But it's also an expanded scope as to what is required in the facilities.

Commissioner Lago: That's what I'm kind of trying to focus on, the expanded scope.

City Manager Swanson-Rivenbark: In fact, Ralph can you...

Mr. Rodriguez: Yes. We took a more proactive approach; we are going with quarterly cleaning as far as deep cleaning on the Fire Stations now; cleaning of the A/C vents, that's another big issue that we had. Also reducing...to clean the vents correctly, we clean the ducts that often, so we are taking as far as the high cleaning, high dusting, was also brought into it. We mentioned some of the facilities, but we also took into accounting the adult activities center, which is coming on board, and the 2506 Building, which was mentioned, the Passport/Trolley facility, which is a larger facility. Also, the temporary trolley facility that we have out on north S.W. 4th street, that's also taken into consideration. And basically, we met with all the directors, so we have a comprehensive scope of what all the departments really wanted. The scope is pretty similar to what we had before, but we are enforcing a little bit more the days – we took also what the deficiencies were, we took all the work orders that we were paying before as additional services, now they are included as regular services. So we are very comfortable with the scope that was presented. It went from a wish list to an actual sit-down with the value engineer, the whole thing and get it down to the...

Commissioner Lago: Let me ask you just one question, just make a statement. I think a few of us were there at the last Town Hall meeting that I had, I think it was last month, Mr. Hartnett made a statement in regards to the street markers, and how they needed a little bit of TLC, as the Manager had mentioned, is that included within the scope here?- what is the scope actually?- is it just cleaning or is it painting?

City Manager Swanson-Rivenbark: That's under Kevin Kinney's work. Its approximately \$200,000.

Commissioner Lago: Great. Perfect.

Mayor Cason: Any other discussion? We have a motion?

Commissioner Lago: I'll make a motion.

Vice Mayor Quesada: Second.

Mayor Cason: Commissioner Lago makes the motion, the Vice Mayor seconds. City Clerk

Commissioner Lago: Yes

Vice Mayor Quesada: Yes

Commissioner Slesnick: Yes

Commissioner Keon: Yes

Mayor Cason: Yes

(Vote: 5-0)

Mayor Cason: Thank you very much.

Mr. Rodriguez: Thank you.

[End: 12:08:12 p.m.]