



Interoffice Memorandum

APPROVED -
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS

April 14, 2015

MAY 05 2015 *NE/KH*

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: *[Signature]* Johnson Richardson, Manager, Procurement Division

CONTACT: Richard Steiger, Manager, Facilities Management Division
407-836-7473

SUBJECT: Award of Invitation for Bids Y15-149-DG
Janitorial Services – County Wide

ACTION REQUESTED:

Approval to award Invitation for Bids Y15-149-DG, Janitorial Services – County Wide, to the low responsive and responsible bidders by lot, in the contract award amounts listed below for a 1-year term contract. Further request authorization for the Procurement Division to renew these contracts for two additional 1-year periods.

<u>Bidder:</u>	<u>Bid Amount</u>	<u>Lot</u>
United States Service Industries (USSI)	\$789,297.75	Lot A
D & A Building Services, Inc.	\$352,350.98	Lot B
Florida Cleaning Systems	\$482,438.08	Lot C
Florida Cleaning Systems	\$366,656.86	Lot D
D & A Building Services, Inc.	\$361,502.57	Lot E

The major facilities under the various lots are as follows:

- Lot A - Courthouse and Juvenile Justice Center
- Lot B - Downtown Buildings
- Lot C - Community Centers and Related Buildings
- Lot D - Law Enforcement
- Lot E - Utilities Administration Building

PROCUREMENT:

To provide janitorial services throughout the county.

FUNDING:

Funding is available in account numbers 0001 043 1713 3170, 0001 043 1715 3170, 0001 043 1717 3170, 0001 043 1719 3170, 1009 034 0692 3170, 1009 034 0672 3170 and 4420 038 1324 3170.

APPROVALS:

The Facilities Management Division and the Business Development Division concur with this recommendation.

DISCUSSION

This solicitation involved a two step process. Under Step One, bidders were pre-qualified. Eleven bidders were pre-qualified to perform the services. The pre-qualified bidders were allowed to move to Step Two, the bidding phase. Nine bids were received in response to this Invitation for Bids. The bids were evaluated on a lot by lot basis which included costs for day porters, dock masters, project floor work (VCT tile), additional payroll cost for project floor work (carpet), non-working supervisors, supplies and paper products.

The solicitation limited award to no more than two lots to a single bidder with the exception of Lot A (Courthouse). The bidder awarded Lot A will not be eligible to be awarded any other lots due to the magnitude and nature of the services required at this facility. The restriction of no more than two lots for Lot B, C, D and E is necessary to ensure that a single contractor will not be overly burdened by a workload that may lead to service deficiencies. The following bidders were determined to be non-responsible for the reasons indicated:

- a. Building Maintenance Services was the low bidder on all lots. However, the bids submitted were too low to ensure satisfactory service delivery. Moreover, the bids included manpower numbers that were less than the minimum required by the solicitation.
- b. Sterling Building Services was the low bidder for Lot E but failed to meet the minimum manpower requirements of the solicitation.

Historically, bidders with bids that do not adequately include all reasonable costs, including minimum manpower requirements, generally result in marginal or unsatisfactory contract performance.

A bid tabulation is attached.

LOT A – Courthouse and Juvenile Justice Center

United States Service Industries (USSI)	\$789,297.75
Florida Cleaning Systems	\$804,209.52
D & A Building Services Incorporated	\$810,993.63
American Maintenance	\$865,189.12
Grosvenor Building Services	\$894,336.80
Owens, Renz, & Lee Co. Inc. dba Owens Realty Service	\$894,983.51
JMC Services, Inc.	\$903,252.95
Sterling Building Services, Inc.	\$10,230,925.51
Building Maintenance Services	Non responsive

LOT B – Downtown Buildings

D & A Building Services Incorporated	\$352,350.98
Florida Cleaning Systems	\$394,794.92
United States Service Industries (USSI)	\$411,019.24
JMC Services, Inc.	\$439,007.90
Sterling Building Services, Inc.	\$455,207.95
Grosvenor Building Services	\$473,440.31
American Maintenance	\$486,043.48
Owens, Renz, & Lee Co. Inc. dba Owens Realty Services	\$486,463.74
Building Maintenance Services	Non responsive

LOT C – Community Centers and Related Buildings

Florida Cleaning Systems	\$482,438.08
United States Service Industries (USSI)	\$505,368.40
Owens, Renz & Lee Co. Inc. dba Owens Realty Services	\$540,999.00
D & A Building Services Incorporated	\$542,593.17
Sterling Building Services, Inc.	\$569,311.11
Grosvenor Building Services	\$626,195.09
JMC Services, Inc.	\$732,195.41
American Maintenance	No Bid
Building Maintenance Services	Non responsive

LOT D – Law Enforcement

Florida Cleaning Systems	\$366,656.86
D & A Building Services Incorporated	\$399,165.39
United States Service Industries (USSI)	\$432,389.22
Sterling Building Services, Inc.	\$436,787.71
JMC Services, Inc.	\$439,642.49
Owens, Renz & Lee Co. Inc. dba Owens Realty Services	\$508,264.90
Grosvenor Building Services	\$512,596.21
American Maintenance	No Bid
Building Maintenance Services	Non responsive

Lot E – Utilities Administration Building


Florida Cleaning Systems	\$326,909.94
United States Service Industries (USSI)	\$340,605.60
Sterling Building Services, Inc.	\$356,164.18
D & A Building Services Incorporated	\$361,502.57
Owens, Renz & Lee Co. Inc. dba Owens Realty Service	\$374,229.76
Grosvenor Building Services	\$436,337.69
JMC Services, Inc.	\$475,810.00
American Maintenance	No Bid
Building Maintenance Services	Non responsive



BUSINESS DEVELOPMENT DIVISION

March 17, 2015

TO: Dorothy Gordon, Senior Purchasing Agent
Procurement Division

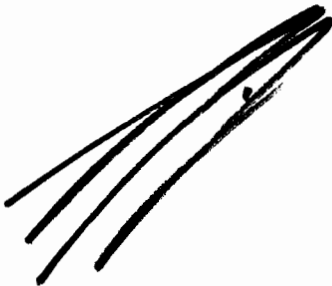
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-149-DG, Step Two – County Wide Janitorial Services for the Board of County Commissioners (Lot A)**

The Business Development Division evaluated the **9 bids** submitted for this project and found that the **3** Orange County Certified Minority Women Business Enterprise bidders **were not within 6%** of the low bid for bid awards of \$500,000.01 to \$750,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Errick Young, Manager, Business Development Division



BID COMPARISON
Y15-149-DG, Step Two - County Wide Janitorial Services for the Board of County
Commissioners (Lot A)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (6%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Building Maintenance Services	\$677,930.80				
2nd Low	USSI	\$789,297.75	\$111,367	16.43%		
3rd Low	Florida Cleaning Systems (HM)	\$804,209.52	\$126,279	18.63%	\$14,912	%
4th Low	D & A Building Services Incorporated (HM)	\$810,993.63	\$133,063	19.63%	\$21,696	2.75%
5th Low	American Maintenance	\$865,189.12	\$187,258	27.62%	\$75,891	9.62%
6th Low	Grosvenor Building Services	\$894,336.80	\$216,406	31.92%	\$105,039	13.31%
7th Low	Owens, Renz & Lee Co., Inc. dba: Owens Realty Services	\$894,983.51	\$217,053	32.02%	\$105,686	13.39%
8th Low	JMC Services, Inc.	\$903,252.95	\$225,322	33.24%	\$113,955	14.44%
9th Low	Sterling Building Services, Inc. (HM)	\$10,230,925.51	\$9,552,995	1409.14%	\$9,441,628	1196.21%




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Procurement Division

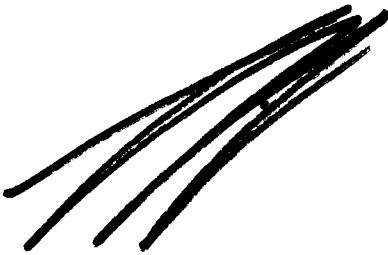
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-149-DG, Step Two – County Wide Janitorial Services for the Board of County Commissioners (Lot B)**

The Business Development Division evaluated the **9 bids** submitted for this project and found that this contract may be awarded to **D & A Building Services Incorporated**, a Certified Minority/Women Business Enterprise bidder. The Orange County certified firm did not exceed the low bid by more than 7% on contract awards from \$100,000 to \$500,000, in accordance with the County's M/WBE Ordinance, Section 17-324.

c: Errick Young, Business Development Division



BID COMPARISON

Y15-149-DG, Step Two - County Wide Janitorial Services for the Board of County Commissioners (Lot B)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Building Maintenance Services	\$336,674.48				
2nd Low	D & A Building Services Incorporated (HM)	\$352,350.98	\$15,677	4.66%		
3rd Low	Florida Cleaning Systems (HM)	\$394,794.92	\$58,120	17.26%	\$42,444	12.05%
4th Low	USSI	\$411,019.24	\$74,345	22.08%	\$58,668	16.65%
5th Low	JMC Services, Inc.	\$439,007.90	\$102,333	30.40%	\$86,657	59.13%
6th Low	Sterling Building Services, Inc. (HM)	\$455,207.95	\$118,533	35.21%	\$102,857	29.19%
7th Low	Grosvenor Building Services	\$473,440.31	\$136,766	40.62%	\$121,089	34.37%
8th Low	American Maintenance	\$486,043.48	\$149,369	44.37%	\$133,693	37.94%
9th Low	Owens, Renz & Lee Co., Inc. dba: Owens Realty Services	\$486,463.74	\$149,789	44.49%	\$134,113	38.06%




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BUSINESS DEVELOPMENT DIVISION

March 17, 2015

TO: Dorothy Gordon, Senior Purchasing Agent
Procurement Division


FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-149-DG, Step Two – County Wide Janitorial Services for the Board of County Commissioners (Lot C)**

The Business Development Division evaluated the **8 bids** submitted for this project and found that the **3** Orange County Certified Minority Women Business Enterprise bidders **were not within 7%** of the low bid for bid awards of \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Errick Young, Manager, Business Development Division



BID COMPARISON

Y15-149-DG, Step Two - County Wide Janitorial Services for the Board of County Commissioners (Lot C)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Building Maintenance Services	\$424,043.44				
2nd Low	Florida Cleaning Systems (HM)	\$482,438.08	\$58,395	13.77%		
3rd Low	Owens, Renz & Lee Co., Inc. dba: Owens Realty Services	\$540,999	\$116,956	27.58%	\$58,561	12.14%
4th Low	D & A Building Services Incorporated (HM)	\$542,593.17	\$118,550	27.96%	\$60,155	12.47%
5th Low	USSI	\$505,368.40	\$81,325	19.18%	\$22,930	4.75%
6th Low	Sterling Building Services, Inc. (HM)	\$569,311.11	\$145,268	34.26%	\$86,873	18.01%
7th Low	Grosvenor Building Services	\$626,195.09	\$202,152	47.67%	\$143,757	29.80%
8th Low	JMC Services, Inc.	\$732,195.41	\$308,152	72.67%	\$249,757	




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BUSINESS DEVELOPMENT DIVISION

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Procurement Division


FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-149-DG, Step Two – County Wide Janitorial Services for the Board of County Commissioners (Lot D)**

The Business Development Division evaluated the **8 bids** submitted for this project and found that the **3** Orange County Certified Minority Women Business Enterprise bidders **were not within 7%** of the low bid for bid awards of \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Errick Young, Manager, Business Development Division



BID COMPARISON

Y15-149-DG, Step Two - County Wide Janitorial Services for the Board of County Commissioners (Lot D)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Building Maintenance Services	\$341,953.87				
2nd Low	Florida Cleaning Systems (HM)	\$366,656.86	\$24,703	7.22%		
3rd Low	D & A Building Services Incorporated (HM)	\$399,165.39	\$57,212	16.73%	\$32,509	8.87%
4th Low	USSI	\$432,389.22	\$90,435	26.45%	\$65,732	17.93%
5th Low	Sterling Building Services, Inc. (HM)	\$436,787.71	\$94,834	27.73%	\$70,131	19.13%
6th Low	JMC Services, Inc.	\$439,642.49	\$97,689	28.57%	\$72,986	19.91%
7th Low	Owens, Renz & Lee Co., Inc. dba: Owens Realty Services	\$508,264.90	\$166,311	48.64%	\$141,608	38.62%
8th Low	Grosvenor Building Services	\$512,596.21	\$170,642	49.90%	\$145,939	39.80%




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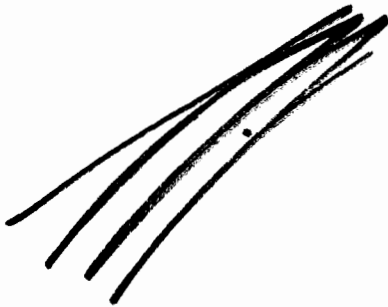
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-149-DG, Step Two – County Wide Janitorial Services for the Board of County Commissioners (Lot E)**

The Business Development Division evaluated the **8 bids** submitted for this project and found that the **3** Orange County Certified Minority Women Business Enterprise bidders **were not within 7%** of the low bid for bid awards of \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

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BID COMPARISON

Y15-149-DG, Step Two - County Wide Janitorial Services for the Board of County Commissioners (Lot E)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Building Maintenance Services	\$291,699.78				
2nd Low	Florida Cleaning Systems (HM)	\$326,909.94	\$35,210	12.07%		
3rd Low	USSI	\$340,605.60	\$48,906	16.77%	\$13,696	4.19%
4th Low	Sterling Building Services, Inc. (HM)	\$356,164.18	\$64,464	22.10%	\$29,254	8.95%
5th Low	D & A Building Services Incorporated (HM)	\$361,502.57	\$69,803	23.93%	\$34,593	10.58%
6th Low	Owens, Renz & Lee Co., Inc. dba: Owens Realty Services	\$374,229.76	\$82,530	28.29%	\$47,320	14.47%
7th Low	Grosvenor Building Services	\$436,337.69	\$144,638	49.58%	\$109,428	33.47%
8th Low	JMC Services, Inc.	\$475,810	\$184,110	63.12%	\$148,900	45.55%