




Interoffice Memorandum

April 10, 2019

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM:  Zulay Millan, Assistant Manager, Procurement Division

CONTACT: Rich Steiger, Manager, Facilities Management Division
(407) 836-7473

SUBJECT: Award of Invitation for Bids Y18-163-AV, Countywide Janitorial Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-163-AV, Countywide Janitorial Services, to the low responsive and responsible bidder, Owens, Renz & Lee Co., Inc. dba Owens Realty Services, for Lot F – East District Buildings, in the estimated contract award amount of \$537,960.14 and Lot G – Utilities Department Buildings, in the estimated contract award amount of \$613,510.08 for a 1-year term. Further request authorization to renew the contract for two additional 1-year terms.

PROCUREMENT:

To provide janitorial services at Orange County facilities.

FUNDING:

Funding is available in following accounts: 0001-043-1715-3170, 1009-034-0692-3170, 4420-038-1359-4720-3810, 4420-038-1359-4721-3810, 4420-038-1359-4722-3810, 4420-038-1301-3810, 4420-038-1310-3810, 4420-038-1324-3170-6000, 4420-038-1324-3170, 4420-038-1324-3170-2704.

APPROVALS:

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

REMARKS:

Seven pre-qualified vendors submitted bids in response to the Invitation for Bids for Lots F and G. The bids were evaluated for price, responsiveness, and responsibility.

Staff performed a technical evaluation on the bids and determined that the low responsive and responsible bid from Owens, Renz & Lee Co., Inc. dba Owens Realty Services was reasonable based on performance and experience and is therefore recommended for award.

LOT F- EAST DISTRICT BUILDINGS

Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$ 537,960.14
Grosvenor Building Services, LLC	\$ 613,900.78
Global Main Inc.	Non-responsive
JMC Services, Inc.	Mutual Termination
Building Maintenance Services Incorporated	Awarded Lots B & C
Florida Cleaning Systems, Inc.	Awarded Lots D &E
Diversified Maintenance- RWS, LLC	Awarded Lot A

LOT G- UTILITIES DEPARTMENT BUILDINGS

Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$ 613,510.08
Global Main Inc.	\$ 636,375.94
Grosvenor Building Services, LLC	\$ 648,228.81
Building Maintenance Services Incorporated	Non-responsive
Diversified Maintenance- RWS, LLC	Awarded Lot A
Florida Cleaning Systems, Inc.	Awarded Lots D &E
JMC Services, Inc.	Mutual Termination

To ensure adequate service levels, bidders were limited to a maximum award of two lots with the exception of Lot A, which was restricted to one award due to the volume of work at the Courthouse.

- Diversified Maintenance- RWS, LLC was awarded Lot A and is therefore ineligible for award of Lots F or G.
- Building Maintenance Services Incorporated was awarded Lots B and C and is therefore ineligible for award of Lot F. Additionally, they failed to submit a complete bid response for Lot G and were deemed non-responsive.
- Florida Cleaning Systems, Inc. was awarded Lots D and E and is therefore ineligible for award of Lots F or G.
- Global Main Inc. failed to submit a complete bid response for Lot G and were deemed non-responsive.
- The Board approved award on September 11, 2018 to JMC Services, Inc. for Lot F- East District Buildings and Lot G – Utilities Department Buildings. Thereafter, JMC Services, Inc. and Orange County mutually terminated their contract for Lots F and G resulting in the need to re-award the contract.




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

April 17, 2019

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB-Y18-163-AV, County Wide Janitorial Services (Lot F)

The Business Development Division evaluated the **6 bids** submitted for this project and found that the **one (1)** Orange County certified Minority Women Business Enterprise bidder **was not within 7%** of the low bid for bid awards greater than \$100,000 to 500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson,,Manager, Business Development Division



BID COMPARISON

Y18-163-AV, County Wide Janitorial Services (Lot F)

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 Incorporated	\$307,351.54				
2nd Low	Florida Cleaning Systems, Inc. (HM)	\$360,937.08	\$53,586	17.43%		
3rd Low	Diversified Maintenance-RWS, LLC	\$361,228.90	\$53,877	17.53%	\$292	0.08%
4th Low	JMC Services, Inc.	\$465,706.22	\$158,355	51.52%	\$104,769	29.03%
5th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$537,960.14	\$230,609	75.03%	\$177,023	49.05%
6th Low	Grosvenor Building Services, LLC	\$613,900.78	\$306,549	99.74%	\$252,964	70.09%




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

August 24, 2018

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB-Y18-163-AV, County Wide Janitorial Services (Lots G)

The Business Development Division evaluated the 6 bids submitted for this project and found that the one (1) Orange County certified Minority Women Business Enterprise bidder was not within 7% of the low bid for bid awards greater than \$100,000 to 500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division



BID COMPARISON

Y18-163-AV, County Wide Janitorial Services (Lot G)

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Diversified Maintenance-RWS, LLC	\$363,329.60				
2nd Low	Florida Cleaning Systems, Inc. (HM)	\$442,230.66	\$78,901	21.72%		
3rd Low	JMC Services, Inc.	\$524,642.90	\$161,313	44.40%	\$82,412	18.64%
4th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$613,510.08	\$250,180	68.86%	\$171,279	38.73%
5th Low	Global Main Inc.	\$636,375.94	\$273,046	75.15%	\$194,145	43.90%
6th Low	Grosvenor Building Services, LLC	\$648,228.81	\$284,899	78.41%	\$205,998	46.58%