



Interoffice Memorandum

September 18, 2023

To: Mayor Jerry L. Demings
-AND-
County Commissioners

~~From:~~ Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

Contact: Terry Devitt, Deputy Director, Orange County Convention Center
407-685-9867

Subject: Award of Invitation for Bids Y23-196-KS, Janitorial Services for Orange
County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-196-KS, Janitorial Services for Orange County Convention Center, to the low responsive and responsible bidder, Owens Realty Services, in the estimated contract award amount of \$6,645,642.93 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

In the event the bidder recommended above fails to achieve timely compliance with pre-award deliverables, as defined in the Invitation for Bids, including, but not limited to, State Division of Corporations registration, E-Verify and insurance, further request authorization for the Procurement Division to award to the next low responsive and responsible bidder as listed in the bid tabulation herein, to the extent practicable and advantageous to the County.

PROCUREMENT:

This contract will provide janitorial services for common areas of the Orange County Convention Center. Services covered by this contract include daily cleanings for customer areas, as well as semiannual and annual cleaning of windows and high areas both inside and outside of each building.

FUNDING:

Funding is available in account number 4430-035-0917-3170.

APPROVALS:

The Orange County Convention Center and Business Development Division concur with this recommendation.

REMARKS:

Eleven bids were received in response to this Invitation for Bids (IFB) and evaluated for responsiveness, responsibility, and price reasonableness. References were verified and provided positive performance feedback. Owens Realty Services has the necessary manpower and equipment to perform this contract. Price reasonableness was determined based on comparison to our previous contracted pricing. Florida Cleaning Systems, Inc. dba FCS Facility Services, Kleen-Tech Services, LLC, Pritchard Sports & Entertainment Group, and Royal Palm General Services Corp. were deemed non-responsive for not submitting all required documents. Zaharaly Cleaners, Inc. did not attend the mandatory pre-bid meeting making them ineligible to submit for this IFB. 3H & 3H, Inc., American Facility Services, Inc., D&A Building Services, Inc., and SFM Janitorial Services, LLC were deemed non-responsible due to not meeting the minimum qualification requirements prescribed in the IFB.

The bid tabulation is as follows:

Bidder	Estimated Annual Bid	Estimated 3-Year Total Bid
Owens Realty Services	\$2,215,214.31	\$6,645,642.93
Kellermeyer Building Services, LLC	\$2,492,188.40	\$7,476,565.20
Florida Cleaning Systems Inc. dba FCS Facility Services	Non-Responsive	Non-Responsive
Kleen-Tech Services, LLC	Non-Responsive	Non-Responsive
Pritchard Sports & Entertainment Group	Non-Responsive	Non-Responsive
Royal Palm General Services Corp.	Non-Responsive	Non-Responsive
Zaharaly Cleaners, Inc.	Non-Responsive	Non-Responsive
3H & 3H, Inc.	Non-Responsive	Non-Responsive
American Facility Services, Inc.	Non-Responsive	Non-Responsive
D&A Building Services, Inc.	Non-Responsive	Non-Responsive
SFM Janitorial Services, LLC	Non-Responsive	Non-Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

September 8, 2023

TO: Kathy Saldutti, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB-Y23-196-KS, Janitorial Services for OCCC

The Business Development Division evaluated the **two bids** submitted for this project. None of the bidders are an Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid opening at least 13 firms were certified at the prime level in the scope of service. The bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

Also, I confirm my recommendation is free of conflicts of interest.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson