



Interoffice Memorandum

August 20, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Zulay Millan, Administrator, Procurement Division

CONTACT: Rich Steiger, Manager, Facilities Management Division

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 bidders, for 1-year terms, in the total estimated contract award amounts listed below. Further request authorization for the Procurement Division to renew the contracts for two additional 1-year terms.

	BIDDER	<u>TOTAL ESTIMATED CONTRACT AWARD AMOUNT</u>
LOT A	Diversified Maintenance-RWS, LLC	\$812,072.53
LOT B	Building Maintenance Services Incorporated	\$414,509.24
LOT C	Building Maintenance Services Incorporated	\$269,501.74
LOT D	Florida Cleaning Systems, Inc.	\$714,265.34
LOT E	Florida Cleaning Systems, Inc.	\$494,566.75
LOT F	JMC Services, Inc.	\$465,706.22
LOT G	JMC Services, Inc.	\$524,642.90

PROCUREMENT:

To provide janitorial services at Orange County facilities.

FUNDING

Funding is available in following accounts: 0001-043-1713-3170, 0001-043-1717-3170, 0001-043-1718-3170, 0001-043-1715-3170, 0001-043-1719-3170, 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:

Nine pre-qualified vendors submitted bids in response to the Invitation for Bids. The bids were evaluated for price, responsiveness, and responsibility. Global Main Inc. was determined to be non-responsive for Lot F for failing to submit a complete bid response. Building Maintenance Services Incorporated was determined to be non-responsive for Lot G for failing to submit a complete bid response.

To ensure adequate service levels, bidders were limited to a maximum award of two lots with the exception of Lot A. Due to volume and service levels, award of Lot A restricted eligibility for additional awards.

Staff performed a technical evaluation of the bids and determined that each low bid was reasonable based on, performance and experience. The bidders were determined to be the low responsive and responsible bidders for the items listed and are recommended for award.

Bid Tabulation is as follows:

LOT A- ORANGE COUNTY COURTHOUSE COMPLEX

Diversified Maintenance-RWS, LLC	\$812,072.53
Building Maintenance Services Incorporated	\$820,355.48
Florida Cleaning Systems, Inc.	\$866,847.23
Global Main Inc.	\$903,804.20
JMC Services, Inc.	\$939,042.21
A.C.A. Industries, Inc. dba American Maintenance	\$1,111,580.24
Grosvenor Building Services, LLC	\$1,148,192.63
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$1,267,327.76
American Janitorial, Inc.	\$1,527,043.72

LOT B- DOWNTOWN DISTRICT BUILDINGS

Building Maintenance Services Incorporated	\$414,509.24
Diversified Maintenance-RWS, LLC	\$459,484.70
Florida Cleaning Systems, Inc.	\$484,288.28
JMC Services, Inc.	\$543,691.17
Global Main Inc.	\$564,287.05
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$736,477.83
Grosvenor Building Services, LLC	\$740,333.41
American Janitorial, Inc.	\$933,488.53
A.C.A. Industries, Inc. dba American Maintenance	No Bid

LOT C- 33rd STREET DISTRICT BUILDINGS

Building Maintenance Services Incorporated	\$269,501.74
Diversified Maintenance-RWS, LLC	\$274,583.23
Florida Cleaning Systems, Inc.	\$306,484.72
Global Main Inc.	\$395,885.07
JMC Services, Inc.	\$401,374.42
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$501,808.96
Grosvenor Building Services, LLC	\$529,583.02
American Janitorial, Inc.	No Bid
A.C.A. Industries, Inc. dba American Maintenance	No Bid

LOT D- CENTRAL DISTRICT BUILDINGS

Florida Cleaning Systems, Inc.	\$714,265.34
Diversified Maintenance- RWS, LLC	\$753,614.72
Building Maintenance Services Incorporated	\$851,137.86
JMC Services, Inc.	\$890,950.38
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$1,057,479.66
Grosvenor Building Services, LLC	\$1,059,582.55
Global Main Inc.	\$1,071,342.74
American Janitorial, Inc.	\$1,438,932.63
A.C.A. Industries, Inc. dba American Maintenance	No Bid

LOT E- WEST DISTRICT BUILDINGS

Diversified Maintenance- RWS, LLC	\$447,758.39
Building Maintenance Services Incorporated	\$462,064.74
Florida Cleaning Systems, Inc.	\$494,566.75
JMC Services, Inc.	\$602,167.96
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$702,698.54
Grosvenor Building Services, LLC	\$738,178.80
Global Main Inc.	\$812,236.99
American Janitorial, Inc.	No Bid
A.C.A. Industries, Inc. dba American Maintenance	No Bid

LOT F- EAST DISTRICT BUILDINGS

Building Maintenance Services Incorporated	\$307,351.54
Florida Cleaning Systems, Inc.	\$360,937.08
Diversified Maintenance- RWS, LLC	\$361,228.90
JMC Services, Inc.	\$465,706.22
Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$537,960.14
Grosvenor Building Services, LLC	\$613,900.78
Global Main Inc.	Non-responsive
American Janitorial, Inc.	No Bid
A.C.A. Industries, Inc. dba American Maintenance	No Bid

LOT G- UTILITIES DEPT. BUILDINGS

Diversified Maintenance- RWS, LLC	\$363,329.60
Florida Cleaning Systems, Inc.	\$442,230.66
JMC Services, Inc.	\$524,642.90
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
American Janitorial, Inc.	No Bid
A.C.A. Industries, Inc. dba American Maintenance	No Bid




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 (Lot A)

The Business Development Division evaluated the **9 bids** submitted for this project and found that the **one (1)** Orange County certified Minority Women Business Enterprise bidder **was not within 5%** of the low bid for bid awards greater than \$750,000 to 2,000,000. 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

Sheena Ferguson

BID COMPARISON

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

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (5%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Diversified Maintenance-RWS, LLC	\$812,072.53				
2nd Low	Building Maintenance Services Incorporated	\$820,355.48	\$8,283	1.02%		
3rd Low	Florida Cleaning Systems, Inc. (HM)	\$866,847.23	\$54,775	6.75%	\$46,492	5.67%
4th Low	Global Main Inc.	\$903,804.20	\$91,732	11.30%	\$83,449	10.17%
5th Low	JMC Services, Inc.	\$939,042.21	\$126,970	15.64%	\$118,687	14.47%
6th Low	A.C.A. Industries, Inc. dba American Maintenance	\$1,111,580.24	\$299,508	36.88%	\$291,225	35.50%
7th Low	Grosvenor Building Services, LLC	\$1,148,192.63	\$336,120	41.39%	\$327,837	39.96%
8th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$1,267,327.76	\$455,255	56.06%	\$446,972	54.49%
9th Low	American Janitorial, Inc.	\$1,527,043.72	\$714,971	88.04%	\$706,688	86.14%




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BUSINESS DEVELOPMENT DIVISION

August 24, 2018

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

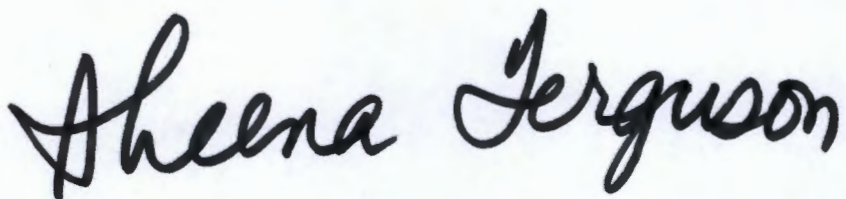
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

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

The Business Development Division evaluated the **8 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 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 Incorporated	\$414,509.24				
2nd Low	Diversified Maintenance-RWS, LLC	\$459,484.70	\$44,975	10.85%		
3rd Low	Florida Cleaning Systems, Inc. (HM)	\$484,288.28	\$69,779	16.83%	\$24,804	5.40%
4th Low	JMC Services, Inc.	\$543,691.17	\$129,182	31.17%	\$84,206	18.33%
5th Low	Global Main Inc.	\$564,287.05	\$149,778	36.13%	\$104,802	22.81%
6th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$736,477.83	\$321,969	77.67%	\$276,993	60.28%
7th Low	Grosvenor Building Services, LLC	\$740,333.41	\$325,824	78.60%	\$280,849	61.12%
8th Low	American Janitorial, Inc.	\$933,488.53	\$518,979	125.20%	\$474,004	103.16%




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BUSINESS DEVELOPMENT DIVISION

August 24, 2018

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Procurement Division

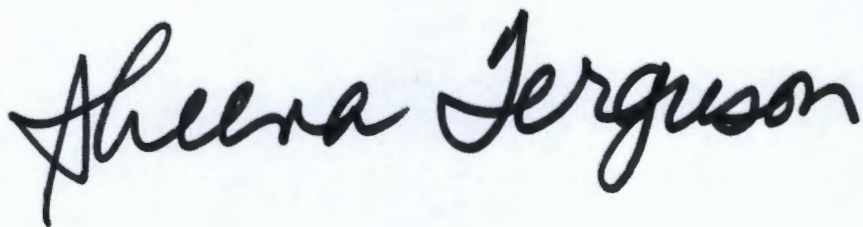
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

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

The Business Development Division evaluated the **7 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.

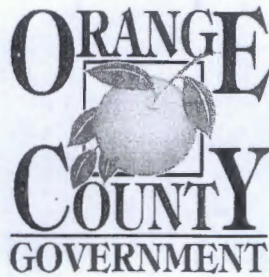
c: Sheena Ferguson, Manager, Business Development Division



BID COMPARISON

Y18-163-AV, County Wide Janitorial Services (Lot 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 Incorporated	\$269,501.74				
2nd Low	Diversified Maintenance-RWS, LLC	\$274,583.23	\$5,081	1.89%		
3rd Low	Florida Cleaning Systems, Inc. (HM)	\$306,484.72	\$36,983	13.72%	\$31,901	11.62%
4th Low	Global Main Inc.	\$395,885.07	\$126,383	46.90%	\$121,302	44.18%
5th Low	JMC Services, Inc.	\$401,374.42	\$131,873	48.93%	\$126,791	46.18%
6th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$501,808.96	\$232,307	86.20%	\$227,226	82.75%
7th Low	Grosvenor Building Services, LLC	\$529,583.02	\$260,081	96.50%	\$255,000	92.87%



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 (Lot D)**

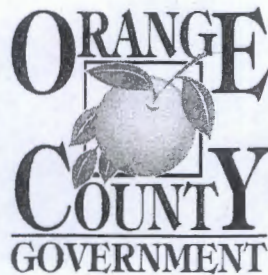
The Business Development Division evaluated the **8 bids** submitted for this project and found that this contract may be awarded to **Florida Cleaning Systems, Inc.** a Certified Minority/Women Business Enterprise bidder. The Orange County certified firm is the lowest bidder. Thus, the bid preference does not apply, per the County's M/WBE Ordinance, Section 17-324.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson

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

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (6%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Florida Cleaning Systems, Inc. (HM)	\$714,265.34				
2nd Low	Diversified Maintenance-RWS, LLC	\$753,614.72	\$39,349	5.51%		
3rd Low	Building Maintenance Services Incorporated	\$851,137.86	\$136,873	19.16%	\$97,523	12.94%
4th Low	JMC Services, Inc.	\$890,950.38	\$176,685	24.74%	\$137,336	18.22%
5th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$1,057,479.66	\$343,214	48.05%	\$303,865	40.32%
6th Low	Grosvenor Building Services, LLC	\$1,059,582.55	\$345,317	48.35%	\$305,968	40.60%
7th Low	Global Main Inc.	\$1,071,342.74	\$357,077	49.99%	\$317,728	42.16%
8th Low	American Janitorial, Inc.	\$1,438,932.63	\$724,667	101.46%	\$685,318	90.94%




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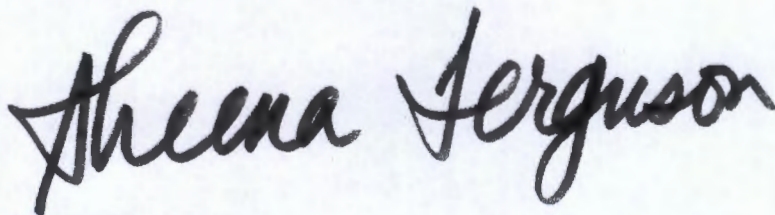
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

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

The Business Development Division evaluated the 7 bids submitted for this project and found that this contract may be awarded to **Florida Cleaning Systems, Inc.** a Certified Minority/Women Business Enterprise bidder. The Orange County certified firm is the lowest bidder. Thus, the bid preference does not apply, per the County's M/WBE Ordinance, Section 17-324.

c: Sheena Ferguson, Manager, Business Development Division



BID COMPARISON

Y18-163-AV, County Wide Janitorial Services (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	Diversified Maintenance-RWS, LLC	\$447,758.39				
2nd Low	Building Maintenance Services Incorporated	\$462,064.74	\$14,306	3.20%		
3rd Low	Florida Cleaning Systems, Inc. (HM)	\$494,566.75	\$46,808	10.45%	\$32,502	7.03%
4th Low	JMC Services, Inc.	\$602,167.96	\$154,410	34.49%	\$140,103	30.32%
5th Low	Owens, Renz & Lee Co., Inc. dba Owens Realty Services	\$702,698.54	\$254,940	56.94%	\$240,634	52.08%
6th Low	Grosvenor Building Services, LLC	\$738,178.80	\$290,420	64.86%	\$276,114	59.76%
7th Low	Global Main Inc.	\$812,236.99	\$364,479	81.40%	\$350,172	75.78%




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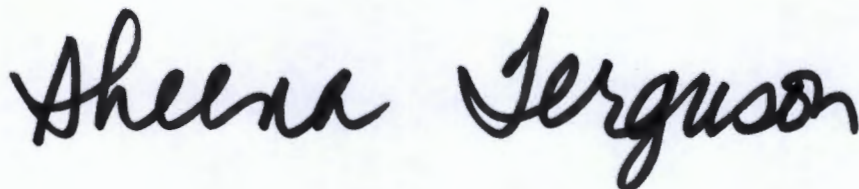
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

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

The Business Development Division evaluated the **7 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%




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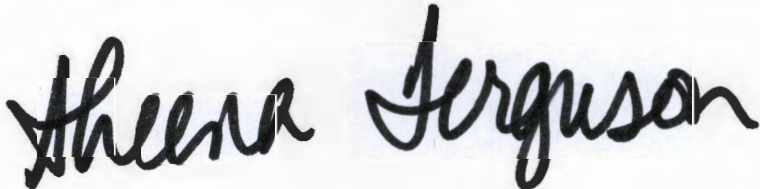
FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

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.

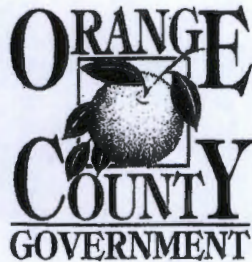
c: Sheena Ferguson, Manager, Business Development Division



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%




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BUSINESS DEVELOPMENT DIVISION

August 24, 2018

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Procurement Division

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Business Development Division

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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

