



## Interoffice Memorandum

June 18, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Rich Steiger, Manager, Facilities Management Division

SUBJECT: Award of Invitation for Bids Y19-1083-AV, Janitorial Services –  
Orange County Sun Rail Stations

### ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1083-AV, Janitorial Services – Orange County Sun Rail Stations, to the low responsive and responsible bidder, Contractors Enterprises, Inc., in the estimated contract award amount of \$115,424 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

### PROCUREMENT:

To provide janitorial services at Orange County Sun Rail stations.

### FUNDING

Funding is available in following accounts: 0001-043-1715-3170.

### APPROVALS:

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

### REMARKS:

Eight vendors submitted bids in response to the Invitation for Bids. The bids were evaluated for price, responsiveness, and responsibility. Padenis Cleaning, Inc., Gemilang Solutions, LLC, Building Maintenance Services, Inc., American Janitorial Maintenance & Services, Inc., and Heavenly Hearts Cleaning Services, Inc. were determined to be non-responsive for failing to submit the correct bid response form.

Staff performed a technical evaluation of the bids and determined that the low bid was reasonable based on, performance and experience. Contractors Enterprises, Inc., was determined to be the low responsive and responsible bidder for the janitorial services listed and is recommended for award.

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Y19-1083-AV,  
Janitorial Services – Orange County Sun Rail Stations

Bid Tabulation is as follows:

Contractors Enterprises, Inc.	\$115,424
Grosvenor Building Services, LLC	\$128,936
New Carpet Cleaning, Co.	\$155,188
Padegenis Cleaning, Inc.	Non-Responsive
Gemilang Solutions, LLC	Non-Responsive
Building Maintenance Services, Inc.	Non-Responsive
American Janitorial Maintenance & Services, Inc.	Non-Responsive
Heavenly Hearts Cleaning Services, Inc.	Non-Responsive




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

June 14, 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-Y19-1083-AV, Janitorial Services – Orange County Sun Rail Stations

Business Development Division evaluated the **3 bids** submitted for this project. One of the bidders was a Minority Business Enterprise (MBE) firm, New Carpet Cleaning Co. The scope of services for the Janitorial Services – Orange County Sun Rail Stations had MBE availability. At least thirteen firms are certified. The **one (1)** Orange County Certified Minority Business Enterprise bidder, New Carpet Cleaning Co., **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

### Y19-1083-AV, Janitorial Services - Orange County Sun Rail Stations

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Contractors Enterprises, Inc.	\$115,424				
2nd Low	Grosvenor Building Services, LLC	\$128,936	\$13,512	11.71%		
3rd Low	New Carpet Cleaning Co. (HM)	\$155,188	\$39,764	34.45%	\$26,252	20.36%