**SUBJECT: JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS**

**BID #: ESC-0374-19** **OPEN DATE: 2019-03-06**

**COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE**

**KIND AND BASIS OF CONTRACT:**
SERVICE CONTRACT – MAY 1, 2019 THROUGH SEPTEMBER 30, 2019, WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

**AGENCY:** PUB BLDGS

**BASIS OF AWARD:** EVALUATION CRITERIA- HIGHEST SCORE

**NUMBER OF BIDS INVITED:** (6) NUMBER RECEIVED: (3) OTHER: (0)

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
The City had previously issued this RFP, and the evaluation committee has evaluated proposals, based upon the evaluations and scores the rankings are as follows (highest to lowest):

1. ISS Facility Services, Inc. - (Score) 93.60
2. Trusted Hand Services, Inc. – (Score) 91.80
3. Grosvenor Building Services- (Score) 66.80

Recommend approval of award to ISS Facility Services, Inc., as the highest scoring bidder, for Janitorial Services at Various City Locations, per evaluation criteria. Period of Service will be from May 1, 2019 through September 30, 2019, with four (4) one (1) year renewal options. Total award amount not-to-exceed $831,924.75.

This award to be funded by account(s):

| Departments & Location | Account Code | Monthly | 5 Month Total |
|---|---|---|---|
| PWPB- Godbold Bldg. | PWPB5A1HB-03410E | $2,192.00 | $10,960.00 |
| PWPB- St. James Bldg. | PWPB5A1SJ-03410E | $22,308.00 | $111,540.00 |
| PWPB- Yates Bldg. | PWPB5A1YB-03410E | $6,160.00 | $30.800.00 |
| PWPB- Ed Ball Bldg. | PWPB5A1BALL-03410E | $24,702.23 | $123,511.15 |
| PWPB- Various Public Bldgs. | PWPB5A1MAPR-03410E | $49,167.72 | $245,838.60 |
| PWPB- Pre-Trail Detention Facility | PWPB5A1PD-03410E | $1,246.00 | $6,230.00 |
| **Total for PWPB** | | **$105,775.95** | **$528,879.75** |
| Jacksonville Public Library | PLJX011MBBS-03410 | $59,609.00 | $298,045.00 |
| JPL- Conference Facilities | PLJX15WLCFT-03410 | $1,000.00 | $5,000.00 |
| **Extended Total:** | | **$166,384.95** | **$831,924.75** |

To be executed by formal contract through Office of General Counsel and processed by individual Purchase Order(s).

Attachments: Recommendation Memo, Scoring Sheet, Bid Tabulation, Evaluation Matrix, JSEB Letter, Basis of Award

**ANALYST:** Marilyn Laidler
MARILYN LAIDLER

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY: Roy Birbal, CFM, Chief, Public Buildings Division**

**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
(904) 255-4343
www.coj.net

ONE CITY. ONE JACKSONVILLE

March 26, 2019

**MEMORANDUM**

**TO:** Competitive Sealed Proposals Evaluation Committee (CSPEC)

**ATTN:** Gregory W. Pease, Chief, Procurement Division

**THRU:** John P. Pappas, P.E., Director

**FROM:** Roy Birbal, CFM, Chief

**SUBJECT:** ESC-0374-19 Recommendation to Award Janitorial Services For Various City Locations

In response to the solicitation for bids to provide Janitorial Services For Various City Locations, the Procurement Division received three (3) responses which were circulated to the five (5) previously designated Public Works personnel for review and evaluation.

The three (3) responses were evaluated based on the criteria contained in Attachment B (Evaluation Matrix attached). After reviewing the responses, the bidders received the following scores:

| Rank | Company | Score |
|---|---|---|
| 1. | ISS Facility Services, Inc. | 93.60 |
| 2. | Trusted Hand Services, Inc. | 91.80 |
| 3. | Grosvenor Building Services | 66.80 |

Accordingly, the Public Buildings Division recommends approval of the award to the highest scoring bidder, ISS Facility Services, Inc. in the not-to-exceed amount of $831,924.75 for the initial five (5) month contract period (May 1, 2019 through September 30, 2019) with four (4), one (1) year renewal options.

Funding will be encumbered by issuance of releases against the master blanket using the accounts below.
A formal contract will be executed through the Office of General Counsel.

| Departments & Locations | Account Number | Monthly | 5 Month Total |
|---|---|---|---|
| PWPB - Godbold Building | PWPB5A1HB-03410E | $ 2,192.00 | $ 10,960.00 |
| PWPB - St. James Building | PWPB5A1SJ-03410E | $ 22,308.00 | $ 111,540.00 |
| PWPB - Yates Building | PWPB5A1YB-03410E | $ 6,160.00 | $ 30,800.00 |
| PWPB - Ed Ball Building | PWPB5A1BALL-03410E | $ 24,702.23 | $ 123,511.15 |
| PWPB - Various Public Buildings | PWPB5A1MAPR-03410E | $ 49,167.72 | $ 245,838.60 |
| PWPB - Pre-Trial Detention Facility | PWPB5A1PD-03410E | $ 1,246.00 | $ 6,230.00 |
| Total For PWPB | | $ 105,775.95 | $ 528,879.75 |
| Jacksonville Public Library | PLJX011MBBS-03410 | $ 59,609.00 | $ 298,045.00 |
| Jacksonville Public Library - Conf. Facilities | PLJX15WLCFT-03410 | $ 1,000.00 | $ 5,000.00 |
| EXTENDED TOTAL: | | $ 166,384.95 | $ 831,924.75 |



ab

Upon review of the State of Florida's list of licensed contractors, the following active business license was verified.

ISS Facility Services, Inc. Document Number: F99000000488

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Jim Lange at 255-4340.

Attachments: Bid Tabulation Sheet
Minimum Requirements Form
Evaluation Matrix Criteria (Attachment B)
Evaluation Scoring Summary
JSEB Office Letter of Concurrence

cc: Ann Brackin, Public Works Contracts and Finance Manager
Marilyn Laidler, Purchasing Analyst
Jim Lange, Contract Administration Coordinator

Bid:ESC-0374-19 JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS

| Contractor Names | | PRICE | COMPETENCE | EXPERIENCE/PAST RECORD OF PERFORMANCE | FINANCIAL RESPONSIBILITY | TOTAL POINTS | Average |
|---|---|---|---|---|---|---|---|
| Grosvenor Building Services | Reviewer 1 | 19 | 5 | 5 | 5 | 34 | 66.80 |
| | Reviewer 2 | 17.01 | 28 | 28 | 10 | 83.01 | |
| | Reviewer 3 | 19 | 12 | 20 | 8 | 59 | |
| | Reviewer 4 | 19 | 25 | 25 | 10 | 79 | |
| | Reviewer 5 | 19 | 25 | 26 | 9 | 79 | |
| | | | | | | 0 | |
| Trusted Hand Services, Inc | Reviewer 1 | 30 | 23 | 25 | 5 | 83 | 91.80 |
| | Reviewer 2 | 30 | 30 | 30 | 10 | 100 | |
| | Reviewer 3 | 30 | 24 | 26 | 8 | 88 | |
| | Reviewer 4 | 30 | 25 | 28 | 10 | 93 | |
| | Reviewer 5 | 30 | 29 | 28 | 8 | 95 | |
| | | | | | | 0 | |
| ISS Facility Services | Reviewer 1 | 27 | 25 | 26 | 9 | 87 | 93.60 |
| | Reviewer 2 | 27 | 30 | 30 | 10 | 97 | |
| | Reviewer 3 | 27 | 29 | 29 | 9 | 94 | |
| | Reviewer 4 | 27 | 28 | 28 | 10 | 93 | |
| | Reviewer 5 | 27 | 30 | 30 | 10 | 97 | |
| | | | | | | 0 | |
| | Reviewer 1 | | | | | 0 | #DIV/0! |
| | Reviewer 2 | | | | | 0 | |
| | Reviewer 3 | | | | | 0 | |

TITLE: JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS

BID NO. ESC-0374-19 (PB)

OPEN DATE: MARCH 6, 2019 @ 2:00PM

| ITEM | DESCRIPTION OF WORK | 5 | EST QTY | CLEANING HRS (BETWEEN) | GROSVENOR BUILDING SERVICES, LLC MONTHLY PRICE | GROSVENOR BUILDING SERVICES, LLC TOTAL 1ST CONTRACT PERIOD COST (5 MONTH PERIOD) | TRUSTED HAND SERVICES, INC. MONTHLY PRICE | TRUSTED HAND SERVICES, INC. TOTAL 1ST CONTRACT PERIOD COST | ISS FACILITY SERVICES MONTHLY PRICE | ISS FACILITY SERVICES TOTAL 1ST CONTRACT PERIOD COST |
|---|---|---|---|---|---|---|---|---|---|---|
| | **GROUP 1: PUBLIC BUILDINGS** | | | | | | | | | |
| 1 | AGRICULTURE COOPERATIVE EXTENSION SERVICE- 1010 MCDUFF AVE (MON-SAT) | 5 | 22,104 | 6PM-1AM | $ 2,441.00 | $ 12,205.00 | $ 1,376.33 | $ 6,881.65 | $ 1,500.00 | $ 7,500.00 |
| 2 | ANIMAL CARE AND PROTECTIVE SERVICES- 2020 FOREST ST (TUE- SAT) | 5 | 15500 | 6PM-1AM | $ 1,356.00 | $ 6,780.00 | $ 857.93 | $ 4,289.65 | $ 947.00 | $ 4,735.00 |
| 3 | JAKE GODBOLD BUILDING (CITY HALL ANNEX)- 407 LAURA ST (MON-WED-FRI) | 5 | 60786 | 8AM- 5PM | $ 3,336.00 | $ 16,680.00 | $ 2,528.35 | $ 12,641.75 | $ 2,192.00 | $ 10,960.00 |
| 4 | CITY HALL AT ST. JAMES- 117 W. DUVAL ST (MON-FRI) | 5 | 392150 | 6PM-1AM | $ 32,410.00 | $ 162,050.00 | $ 21,705.68 | $ 108,528.40 | $ 22,308.00 | $ 111,540.00 |
| 5 | CLAUDE J. YATES BUILDING- 231 E. FORSYTH ST (MON-FRI) | 5 | 103628 | 6PM-1AM | $ 9,921.00 | $ 49,605.00 | $ 5,735.86 | $ 28,679.30 | $ 6,160.00 | $ 30,800.00 |
| 6 | CLERK OF COURTS- JACKSONVILLE BEACH- 1543 ATLANTIC BLVD (MON-FRI) | 5 | 260 | 6PM-1AM | $ 305.00 | $ 1,525.00 | $ 143.91 | $ 719.55 | $ 323.00 | $ 1,615.00 |
| 7 | COMMUNICATIONS FACILITY (CENTRAL OFFICE BLDG)- 1020 SUPERIOR ST (MON-FRI) | 5 | 9265 | 6PM-1AM | $ 763.00 | $ 3,815.00 | $ 512.82 | $ 2,564.10 | $ 480.00 | $ 2,400.00 |
| 8 | EDWARD BALL BUILDING (ALL FLOORS AND BASEMENT EXCEPT ITD) - 214 N HOGAN STREET (MON-FRI) | 5 | 450483 | 6PM-1AM | $ 36,342.00 | $ 181,710.00 | $ 24,934.44 | $ 124,672.20 | $ 22,647.00 | $ 113,235.00 |
| | 1 DAY PORTER FOR 1 SHIFT OF 6 HOURS (MON-FRI) | 5 | | 8AM-2:30 PM | $ 2,034.00 | $ 10,170.00 | $ 1,434.65 | $ 7,173.25 | $ 1,985.00 | $ 9,925.00 |
| | ITD DATA CENTER, 4TH FL (1X WEEK) SEE SPECIAL CONDITIONS | 5 | 4488 | 1X WEEK | $ 61.00 | $ 305.00 | $ 156.40 | $ 782.00 | $ 70.23 | $ 351.15 |
| 9 | FLEET MANAGEMENT- 2581 COMMONWEALTH AVE (MON-FRI) | 5 | 9800 | 6PM-1AM | $ 915.00 | $ 4,575.00 | $ 542.43 | $ 2,712.15 | $ 1,979.00 | $ 9,895.00 |
| 10 | FLORIDA THEATER (FLOORS 3,4 AND 6 ONLY)- 128 E FORSYTH ST (MON-FRI) | 5 | 6000 | 6PM-1AM | $ 458.00 | $ 2,290.00 | $ 332.10 | $ 1,660.50 | $ 786.00 | $ 3,930.00 |
| 11 | JFRD-FIRE/RESCUE ADMINISTRATION BLDG (EOC)- 515 JULIA ST (MON-FRI) | 5 | 90726 | 6PM-1AM | $ 8,001.00 | $ 40,005.00 | $ 5,021.73 | $ 25,108.65 | $ 5,690.00 | $ 28,450.00 |
| 12 | JSO-711 BUILDING- 711 LIBERTY ST (MON-FRI) | 5 | 41438 | 8AM-5PM | $ 3,797.00 | $ 18,985.00 | $ 2,293.61 | $ 11,468.05 | $ 1,577.00 | $ 7,885.00 |
| 13 | JSO- AVIATION UNIT- 855 ST.JOHNS BLUFF (MON- FRI) | 5 | 1600 | 8AM-5PM | $ 153.00 | $ 765.00 | $ 98.13 | $ 490.65 | $ 323.00 | $ 1,615.00 |
| 14 | JSO- EQUESTRIAN OFFICE- 1076 W DUVAL STREET (MON-FRI) | 5 | 2000 | 9AM-5PM | $ 153.00 | $ 765.00 | $ 110.70 | $ 553.50 | $ 323.00 | $ 1,615.00 |
| 15 | JSO-EVIDENCE- 829 HAINES ST (MON-FRI) | 5 | 5000 | 8AM-5PM | $ 458.00 | $ 2,290.00 | $ 276.75 | $ 1,383.75 | $ 323.00 | $ 1,615.00 |
| 16 | JSO- ICAC FACILITY- 1736 UNIVERSITY BLVD S (MON-WED-FRI) | 5 | 4920 | 8AM-5PM | $ 275.00 | $ 1,375.00 | $ 204.64 | $ 1,023.20 | $ 323.00 | $ 1,615.00 |
| 17 | JSO- POLICE MEMORIAL BUILDING- 501 E BAY STREET (MON- FRI) | 5 | 207677 | 24 HRS X 5DAYS | $ 23,541.00 | $ 117,705.00 | $ 11,495.02 | $ 57,475.10 | $ 15,209.00 | $ 76,045.00 |
| | 1 DAY PORTER FOR 4HOURS EACH DAY (SAT & SUN) | 5 | | 8AM-5PM | $ 542.00 | $ 2,710.00 | $ 424.62 | $ 2,123.10 | $ 478.00 | $ 2,390.00 |
| | 1 CUSTODIAN (SUNDAY) | 5 | | 11:59 PM-6:00AM | $ 2,563.00 | $ 12,815.00 | $ 283.96 | $ 1,419.80 | $ 430.00 | $ 2,150.00 |
| 18 | JSO- RE-ENTRY FACILITY- 1025 SUPERIOR ST (MON- FRI) | 5 | 14596 | 6PM-1AM | $ 1,220.00 | $ 6,100.00 | $ 807.90 | $ 4,039.50 | $ 1,097.00 | $ 5,485.00 |
| 19 | JSO- ZONE 1 SUBSTATION (GATEWAY)- 5570 NORWOOD AVE (MON-FRI) | 5 | 4200 | 8AM-5PM | $ 458.00 | $ 2,290.00 | $ 232.47 | $ 1,162.35 | $ 323.00 | $ 1,615.00 |
| 20 | JSO- ZONE 2 SUBSTATION (REGENCY) -9501 ARLINGTON EXPRESSWAY (MON-FRI) | 5 | 4450 | 8AM-5PM | $ 458.00 | $ 2,290.00 | $ 246.31 | $ 1,231.55 | $ 323.00 | $ 1,615.00 |
| 21 | JSO- ZONE 4 SUBSTATION (BLANDING)- 3726 BLANDING BLVD (MON-FRI) | 5 | 5000 | 8AM-5PM | $ 458.00 | $ 2,290.00 | $ 276.75 | $ 1,383.75 | $ 323.00 | $ 1,615.00 |
| 22 | JSO- ZONE 6 SUBSTATION (HIGHLANDS)- 936 DUNN AVENUE (MON-FRI) | 5 | 8436 | 8AM-5PM | $ 763.00 | $ 3,815.00 | $ 466.94 | $ 2,334.70 | $ 323.00 | $ 1,615.00 |
| 23 | KIDS HOPE ALLIANCE (FORMERLY JACKSONVILLE CHILDRENS COMMISSION)- 1095 A. PHILLIP RANDOLPH BLVD (MON-FRI) | 5 | 37039 | 6PM-1AM | $ 3,661.00 | $ 18,305.00 | $ 2,050.13 | $ 10,250.65 | $ 2,447.00 | $ 12,235.00 |
| 24 | MEDICAL EXAMIERS OFFICE- 2100 JEFFERSON ST (MON-FRI) | 5 | 19302 | 6PM-1AM | $ 1,695.00 | $ 8,475.00 | $ 1,068.37 | $ 5,341.85 | $ 1,407.00 | $ 7,035.00 |
| 25 | MOSQUITO CONTROL- 1321 EASTPORT RD (MON-FRI) | 5 | 10000 | 6PM-1AM | $ 915.00 | $ 4,575.00 | $ 553.50 | $ 2,767.50 | $ 570.00 | $ 2,850.00 |
| 26 | PRE-TRIAL DETENTION FACILITY (PTDF) JUDICAL SPACES AND BATHROOMS- 500 EAST ADAMS STREET (MON-SUN) | 5 | 15000 | 6PM-1AM | $ 1,709.00 | $ 8,545.00 | $ 1,037.88 | $ 5,189.40 | $ 923.00 | $ 4,615.00 |
| | CLEANING OF 2 PUBLIC BATHROOMS (MON-FRI) | 5 | | 12:00PM-2:00PM | $ 153.00 | $ 765.00 | $ 478.24 | $ 2,391.20 | $ 323.00 | $ 1,615.00 |
| 27 | PUBLIC BUILDINGS ADMINISTRATION OFFICE BLDG- 555 W 44TH STREET- (MON-FRI) | 5 | 18500 | 6PM-1AM | $ 1,695.00 | $ 8,475.00 | $ 1,023.98 | $ 5,119.90 | $ 1,403.00 | $ 7,015.00 |

| TITLE: | JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS | | | | GROSVENOR BUILDING SERVICES, LLC | | TRUSTED HAND SERVICES, INC. | | ISS FACILITY SERVICES | |
|---|---|---|---|---|---|---|---|---|---|---|
| BID NO. | ESC-0374-19 (PB) | | | | | | | | | |
| 28 | RIGHT-OF-WAY & GROUNDS- ADMINISTRATION OFFICE- 928 LIBERTY ST (TUE&FRI) | 5 | 2500 | 8AM-5PM | $ 122.00 | $ 610.00 | $ 87.12 | $ 435.60 | $ 140.00 | $ 700.00 |
| 29 | RIGHT-OF-WAY & GROUNDS- EAST YARD ADMINISTRATION BUILDING- 609 ST. JOHNS BLUFF RD (MON-WED-FRI) | 5 | 25701 | 6PM-1AM | $ 1,424.00 | $ 7,120.00 | $ 1,069.01 | $ 5,345.05 | $ 940.00 | $ 4,700.00 |
| 30 | RIGHT-OF-WAY & GROUNDS- NORTH YARD ADMINISTRATION BUILDING- 4767 MONCRIEF RD (TUE & FRI) | 5 | 4106 | 6PM-1AM | $ 122.00 | $ 610.00 | $ 143.09 | $ 715.45 | $ 248.00 | $ 1,240.00 |
| 31 | RIGHT-OF-WAY & GROUNDS- NORTH YARD TRAILER #1- 4767 MONCRIEF RF ( TUE&FRI) | 5 | 1626 | 6PM-1AM | $ 61.00 | $ 305.00 | $ 56.66 | $ 283.30 | $ 144.00 | $ 720.00 |
| 32 | RIGHT-OF-WAY & GROUNDS- SOUTH YARD ADMINISTRATION BUILDING- 2915 PARENTAL HOME RD- (TUE & FRI) | 5 | 2333 | 6PM-1AM | $ 61.00 | $ 305.00 | $ 81.30 | $ 406.50 | $ 161.00 | $ 805.00 |
| 33 | RIGHT-OF-WAY & GROUNDS- SOUTH YARD SUPPLY BUILDING- 2915 PARENTAL HOME ROAD (TUE & FRI) | 5 | 2667 | 6PM-1AM | $ 122.00 | $ 610.00 | $ 92.94 | $ 464.70 | $ 87.00 | $ 435.00 |
| 34 | RIGHT-OF-WAY GROUNDS- WEST YARD ADMINISTRATION BUILDING- 2637 W 1ST STREET ( TUE & FRI) | 5 | 5132 | 6PM-1AM | $ 183.00 | $ 915.00 | $ 178.85 | $ 894.25 | $ 248.00 | $ 1,240.00 |
| 35 | RIGHT-OF-WAY GROUNDS- WEST YARD SUPPLY BUILDING- 2639 W 1ST ST (TUE & FRI) | 5 | 5504 | 6PM-1AM | $ 183.00 | $ 915.00 | $ 191.81 | $ 959.05 | $ 161.00 | $ 805.00 |
| 36 | RIGHT-OF-WAY GROUNDS- WEST YARD WAREHOUSE/OFFICE- 2365 W 1ST ST (TUE & FRI) | 5 | 1200 | 6PM-1AM | $ 61.00 | $ 305.00 | $ 41.82 | $ 209.10 | $ 143.00 | $ 715.00 |
| 37 | SUPERVISOR OF ELECTIONS- 105 E MONROE ST (MON-FRI) | 5 | 12410 | 6PM-1AM | $ 1,068.00 | $ 5,340.00 | $ 686.90 | $ 3,434.50 | $ 619.00 | $ 3,095.00 |
| 38 | SUPERVISOR OF ELECTIONS- 1 IMERSON PARK BLVD (MON-FRI) | 5 | 20000 | 6PM-1AM | $ 1,831.00 | $ 9,155.00 | $ 1,107.01 | $ 5,535.05 | $ 1,228.00 | $ 6,140.00 |
| 39 | SURPLUS YARD ADMINSTRATION OFFICE- 1096 MCDUFF AVE N (1 XMONTH) | 5 | 1500 | 8AM-5PM | $ 15.00 | $ 75.00 | $ 52.27 | $ 261.35 | $ 153.00 | $ 765.00 |
| 40 | TAX COLLECTOR OFFICE (BEACHES BRANCH)- 1505 ATLANTIC BLVD (MON-FRI) | 5 | 6618 | 7PM-1AM | $ 610.00 | $ 3,050.00 | $ 366.31 | $ 1,831.55 | $ 549.00 | $ 2,745.00 |
| 41 | TAX COLLECTOR OFFICE (CEDARS HILLS BRANCH)- 3520-1 BLANDING BLVD (MON-FRI) | 5 | 5420 | 7PM-1AM | $ 458.00 | $ 2,290.00 | $ 300.00 | $ 1,500.00 | $ 501.00 | $ 2,505.00 |
| 42 | TAX COLLECTOR OFFICE (COMMONWEALTH BRANCH)- 6672 COMMONWEALTH AVE (MON-FRI) | 5 | 4100 | 7PM-1AM | $ 305.00 | $ 1,525.00 | $ 226.94 | $ 1,134.70 | $ 475.00 | $ 2,375.00 |
| 43 | TAX COLLECTOR OFFICE (GATEWAY MALL BRANCH)- 910 W 44TH ST (MON-FRI) | 5 | 7900 | 7PM-1AM | $ 763.00 | $ 3,815.00 | $ 437.27 | $ 2,186.35 | $ 636.00 | $ 3,180.00 |
| 44 | TAX COLLECTOR OFFICE (HOGAN AT BEACH BLVD BRANCH)- 7120 HOGAN RD (MON-FRI) | 5 | 8000 | 7PM-1AM | $ 763.00 | $ 3,815.00 | $ 442.80 | $ 2,214.00 | $ 636.00 | $ 3,180.00 |
| 45 | TAX COLLECTOR OFFICE (KERNAN BRANCH)- 12220 ATLANTIC BLVD (MON-FRI) | 5 | 6618 | 7PM-1AM | $ 610.00 | $ 3,050.00 | $ 366.31 | $ 1,831.55 | $ 621.00 | $ 3,105.00 |
| 46 | TAX COLLECTOR OFFICE (MANDARIN BRANCH)- 10035 SAN JOSE BLVD (MON-FRI) | 5 | 6700 | 7PM-1AM | $ 610.00 | $ 3,050.00 | $ 370.85 | $ 1,854.25 | $ 621.00 | $ 3,105.00 |
| 47 | TAX COLLECTOR OFFICE (NORTH BRANCH)- 12961 N MAIN STREET (MON-FRI) | 5 | 5035 | 7PM-1AM | $ 458.00 | $ 2,290.00 | $ 278.69 | $ 1,393.45 | $ 475.00 | $ 2,375.00 |
| 48 | TOPOGRAPHY/SURVEY FIELD OFFICE (3 SEPARATE OFFICES IN ONE BLDG)- 2636 W 1ST (MON-FRI) | 5 | 4623 | 6PM-1AM | $ 458.00 | $ 2,290.00 | $ 255.89 | $ 1,279.45 | $ 449.72 | $ 2,248.60 |
| 49 | TRAFFIC ENGINEERING- 1007 SUPERIOR ST (MON-FRI) | 5 | 16596 | 6PM-1AM | $ 488.00 | $ 2,440.00 | $ 578.36 | $ 2,891.80 | $ 476.00 | $ 2,380.00 |
| 50 | VICTIMS SERVICES CENTER- 403 W 10TH ST (MON-FRI) | 5 | 8500 | 6PM-1AM | $ 763.00 | $ 3,815.00 | $ 470.48 | $ 2,352.40 | $ 549.00 | $ 2,745.00 |
| | | | | GROUP 1 EXTENDED TOTAL | $ 772,745.00 | | $ 482,976.05 | | $ 528,879.75 | |
| | | | | EDWARD BALL BUILDING COST PER SQ. FT. | $ 0.08 | | $ 0.07 | | $ 0.50 | |

| TITLE: | JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS | | | | GROSVENOR BUILDING SERVICES, LLC | | TRUSTED HAND SERVICES, INC. | | ISS FACILITY SERVICES | |
|---|---|---|---|---|---|---|---|---|---|---|
| BID NO. | ESC-0374-19 (PB) | | | | | | | | | |
| OPEN DATE: | MARCH 6, 2019 @ 2:00PM | | | | | | | | | |
| | **GROUP 2: PUBLIC LIBRARIES** | | | | | | | | | |
| 1 | ARGYLE LIBRARY- 7973 OLD MIDDLEBURG RD S. (TUES-SAT) | 5 | 15800 | 8AM-6PM | $ 1,355.00 | $ 6,775.00 | $ 874.98 | $ 4,374.90 | $ 905.00 | $ 4,525.00 |
| 2 | BEACHES BRANCH LIBRARY- 600 3RD ST (TUES-SAT) | 5 | 27455 | 8AM-6PM | $ 2,371.00 | $ 11,855.00 | $ 1,519.65 | $ 7,598.25 | $ 1,823.00 | $ 9,115.00 |
| 3 | BRADHAM BROOKS BRANCH LIBRARY- 1755 EDGEWOOD AVE W (TUES-SAT) | 5 | 27862 | 8AM-6PM | $ 2,371.00 | $ 11,855.00 | $ 1,542.17 | $ 7,710.85 | $ 1,823.00 | $ 9,115.00 |
| 4 | BROWN EASTSIDE BRANCH LIBRARY- 1390 HARRISON ST (MON-FRI) | 5 | 4365 | 8AM-6PM | $ 305.00 | $ 1,525.00 | $ 241.60 | $ 1,208.00 | $ 377.00 | $ 1,885.00 |
| 5 | C.D. WEBB WESCONNETT BRANCH LIBRARY- 6887 103RD ST (TUES-SUN) | 5 | 27515 | 8AM-6PM | $ 2,845.00 | $ 14,225.00 | $ 1,713.25 | $ 8,566.25 | $ 2,115.00 | $ 10,575.00 |
| 6 | DALLAS GRAHAM LIBRARY- 2304 MYRTLE AVE (MON-FRI) | 5 | 9369 | 8AM-6PM | $ 762.00 | $ 3,810.00 | $ 518.58 | $ 2,592.90 | $ 767.00 | $ 3,835.00 |
| 7 | HIGHLANDS BRANCH LIBRARY- 1826 DUNN AVE (TUES-SUN) | 5 | 32668 | 8AM-6PM | $ 3,252.00 | $ 16,260.00 | $ 2,034.11 | $ 10,170.55 | $ 2,502.00 | $ 12,510.00 |
| 8 | MAIN LIBRARY- 303 N. LAURA ST (MON- SUN) | 5 | 351375 | 8AM-6PM | $ 38,125.00 | $ 190,625.00 | $ 24,312.26 | $ 121,561.30 | $ 27,439.00 | $ 137,195.00 |
| 9 | MANDARIN BRANCH LIBRARY- 3330 KORI RD- (TUES-SAT) | 5 | 25600 | 8AM-6PM | $ 2,032.00 | $ 10,160.00 | $ 1,416.97 | $ 7,084.85 | $ 1,495.00 | $ 7,475.00 |
| 10 | MAXVILLE BRANCH LIBRARY- 8375 MAXVILLE BLVD. (MON-SAT) | 5 | 9194 | 8AM-6PM | $ 915.00 | $ 4,575.00 | $ 572.48 | $ 2,862.40 | $ 728.00 | $ 3,640.00 |
| 11 | MURRARY HILL BRANCH LIBRARY- 918 EDGEWOOD AVE S (TUE-SAT) | 5 | 8370 | 8AM-6PM | $ 610.00 | $ 3,050.00 | $ 463.28 | $ 2,316.40 | $ 475.00 | $ 2,375.00 |
| 12 | NORTHSIDE (BRENTWOOD) BRANCH LIBRARY- 3725 PEARL STREET (MON-FRI) | 5 | 10424 | 8AM-6PM | $ 762.00 | $ 3,810.00 | $ 576.97 | $ 2,884.85 | $ 728.00 | $ 3,640.00 |
| 13 | PABLO CREEK REGIONAL LIBRARY- 13295 BEACH BLVD (TUE-SAT) | 5 | 42316 | 8AM-6PM | $ 3,319.00 | $ 16,595.00 | $ 2,342.21 | $ 11,711.05 | $ 2,956.00 | $ 14,780.00 |
| 14 | REGENCY SQUARE BRANCH LIBRARY- 9900 REGENCY SQUARE BLVD (TUE-SAT) | 5 | 28224 | 8AM-6PM | $ 2,371.00 | $ 11,855.00 | $ 1,562.21 | $ 7,811.05 | $ 1,813.00 | $ 9,065.00 |
| 15 | SAN MARCO/BALIS COMMUNITY CENTER- 1513 LASALLE ST (TUE-SAT) | 5 | 19412 | 8AM-6PM | $ 1,694.00 | $ 8,470.00 | $ 1,047.18 | $ 5,235.90 | $ 748.00 | $ 3,740.00 |
| 16 | SOUTH MANDARIN REGIONAL LIBRARY- 12125 SAN JOSE BLVD (TUE-SAT) | 5 | 26396 | 8AM-6PM | $ 1,331.00 | $ 6,655.00 | $ 1,423.20 | $ 7,116.00 | $ 1,352.00 | $ 6,760.00 |
| 17 | SOUTHEAST REGIONAL BRANCH LIBRARY- 10599 DEERWOOD PARK BLVD (TUE-SUN) | 5 | 54864 | 8AM-6PM | $ 5,467.00 | $ 27,335.00 | $ 3,336.31 | $ 16,681.55 | $ 4,120.00 | $ 20,600.00 |
| 18 | UNIVERSITY PARK BRANCH LIBRARY*- 3435 UNIVERSITY BLVD N. (MON-SAT) | 5 | 78130 | 8AM-6PM | $ 7,580.00 | $ 37,900.00 | $ 4,751.15 | $ 23,755.75 | $ 5,314.00 | $ 26,570.00 |
| 19 | WEST REGIONAL LIBRARY- 1425 CHAFFEE RD S (TUE-SAT) | 5 | 50042 | 8AM-6PM | $ 4,335.00 | $ 21,675.00 | $ 2,697.10 | $ 13,485.50 | $ 2,098.00 | $ 10,490.00 |
| 20 | WESTBROOK BRANCH LIBRARY- 2809 COMMONWEALTH AVE (MON-FRI) | 5 | 3478 | 8AM-6PM | $ 305.00 | $ 1,525.00 | $ 187.45 | $ 937.25 | $ 426.00 | $ 2,130.00 |
| 21 | WILLOWBRANCH BRANCH LIBRARY- 2875 PARK ST (TUE-SAT) | 5 | 12808 | 8AM-6PM | $ 1,067.00 | $ 5,335.00 | $ 691.77 | $ 3,458.85 | $ 605.00 | $ 3,025.00 |
| | **GROUP 2 EXTENDED TOTAL** | | | | $ | 415,870.00 | $ | 269,124.40 | $ | 303,045.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | **GRAND TOTAL GROUP 1 &2** | | | | $ | 1,188,615.00 | $ | 752,100.45 | $ | 831,924.75 |

## SCHEDULE OF VALUES

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SPECIAL CLEAINING (NOTICE PROVIDED) | | | PER MAN HR | $ | 19.11 | $ | 12.89 | $ | 17.50 |
| 2 | EMERGENCY CLEANING (NO NOTICE) | | | PER MAN HR | $ | 28.67 | $ | 15.85 | $ | 20.20 |
| 3 | CARPET CLEANING: | | | | | | | | | |
| | "WET" METHODOLOGY: | | | PER SQ FT | $ | 0.22 | $ | 0.10 | $ | 0.12 |
| | "DRY" METHODOLOGY: | | | PER SQ FT | $ | 0.20 | $ | 0.20 | $ | 0.08 |
| 4 | EDWARD BALL BUILDING: | | | PER SQ FT | $ | 0.08 | $ | 0.07 | $ | 0.50 |
| | | | | | | | | | | |
| | CONFLICT OF INTEREST: | | | | YES | | YES | | YES | |
| | JSEB PARTICIPATION | | | | YES | | YES | | YES | |
| | ADDENDUM ACKNOWLEDGED:( 1,2,3 ) | | | | YES | | YES | | YES | |

MANDATORY PRE-BID CONFERENCE: FEBRUARY 22, 2019

| | | | | | |
|---|---|---|---|---|---|
| TITLE: | JANITORIAL SERVICES FOR VARIOUS CITY LOCATIONS | | GROSVENOR BUILDING SERVICES | TRUSTED HAND SERVICES, INC. | ISS FACILITY SERVICES |
| BID NO. | ESC-0374-19 (PB) | | | | |
| OPEN DATE: | MARCH 6, 2019 @ 2:00 PM | | | | |
| BUYER: | MARILYN LAIDLER, PURCHASING ANALYST | | | | |
| No. Invited: ( 6 ) | No. Received (3) No Bids: (0 ) | | | | |
| ITEM | DESCRIPTION | QUANTITY | | | |
| | ▪ The Contractor must submit its last annual financial statement with the respective bid. | | YES | YES | YES |
| | ▪ The Contractor must provide at least three (3) verifiable references of cleaning experience on multi-story buildings demonstrating the ability to successfully clean over 1,000,000 square feet of office space or demonstrated experience in the cleaning of heavy commercial facilities of similar area or a combination of the two | | YES | YES | YES |
| | ▪ Contractor must provide a list of contracts held for the previous thirty six (36) months, including name, address, and telephone of a point of contact and dollar value of contract. | | YES | YES | YES |
| | ▪ The Contractor must submit a list of all commercial grade equipment that will be used to perform the services as outlined in this bid. Bids will only be considered from Contractors which have suitable equipment to maintain this contract. List must include equipment type, model, and quantity owned by the company. Pre-award inspection of the company's equipment may be made prior to award. | | YES | YES | YES |
| | Contractor must have an operating office within Duval County, FL and have had same in place for a minimum of twelve (12) consecutive months prior to bid opening date. | | YES | YES | YES |
| | | | | | |
| | | | | | |
| | | | | | |
| | CONFLICT OF INTEREST: | | YES | YES | YES |
| | JSEB PARTICIPATION: | | YES | YES | YES |
| | ADDENDUM(S) ( 1,2,3 ) | | YES | YES | YES |

## Attachment B
## Evaluation Matrix

Each proposal submission will be evaluated using the criteria listed below. Each Contractor is required to submit documentation to address each of the evaluation criteria defined in this section and applicable points will be awarded based on the Contractor's response(s). Information provided for the evaluation and qualification will only be considered in reference to the firm proposing, unless the Contractor is a formal joint venture enterprise as defined herein. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.**

*NOTE: Contractors may request confidential designation for those portions of the unpriced technical offering that contain information only to be viewed by the City, such as trade secrets, proprietary data, or other confidential information.*

**PRICE.....30 POINTS**
**COMPETENCE.....30 POINTS**
**EXPERIENCE/PAST RECORD OF PERFORMANCE.....30 POINTS**
**FINANACIAL RESPONSIBILITY.....10 POINTS**

**PRICE (30pts)** – provide a monthly rate as indicated on the enclosed Bid Proposal Form (Form 1). The lowest monthly price will receive the maximum amount of points for price. All others will receive a point value based on the difference to the lowest price. *Lowest monthly price receives maximum points. Next score is determined by: Lowest monthly Price/next lowest monthly price x 30pts = x pts*

**COMPETENCE (30pts)** – include evidence of technical, professional, education and training in performing janitorial services in all commercial settings, particularly those settings that cover multilevel office facilities of approximately 1,000,000 square feet or more. Provide evidence of adequate personnel. Provide the names and resumes of individuals to be assigned to this contract under a supervisory and/or management level.

**EXPERIENCE/PAST RECORD OF PERFORMANCE (30pts)** - Provide a listing of current and past contracts held in performing janitorial services in a commercial setting for the past 36 consecutive months (include the name of the client, the volume of services provided and a point of contact/phone number).

Provide evidence of prior performance in the area of cleaning LEED certified buildings or "Green" cleaning procedures, if none so state. Refer to the General Cleaning Specifications for additional discussion topics, one of which must be a generic green building plan. Include the cleaning products anticipated to be used to service this contract.

Describe/provide information pertaining to the performance of the firm to include any references, letters of recommendation, awards received and performance data provided by client(s) receiving the services.

**FINANCIAL RESPONSIBILITY (10pts)** – Provide evidence to demonstrate there is financial stability for purchasing equipment and materials and hiring personnel that will be required to perform the requested services. Contractor is also requested to provide evidence of any and all legal proceedings, disciplinary or otherwise, in which the Contractor has been or is currently named as a party.

**EACH PROPOSAL WILL BE EVALUATED AND SCORED BASED ON INFORMATION PROVIDED IN THE RESPONSE(S). THE CITY RESERVES THE RIGHT TO MAKE MULTIPLE AWARDS BASED ON FINAL SCORING. THE CITY ALSO RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, TO WAIVE MINOR IRREGULARITIES IN ANY BID AND TO MAKE AN AWARD OR MULTIPLE AWARDS IN ITS BEST INTEREST.**

Department of Finance and Administration
Procurement Division

# CITY OF JACKSONVILLE

**March 25, 2019**

**To:** Gregory A. Pease, Chief
Procurement Division

**From:** Aileen Cruz, Business Analyst
Jacksonville Small & Emerging Business Office

**Re:** **ESC-0374-19 Janitorial Services for Various City Locations**

The Equal Business Opportunity (EBO) Office has reviewed the low bidder/proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. The low bidder/proposer, **ISS Facility Services,** does meet the JSEB criteria for this project. The low bidder/proposer's price for the subject project was **$ 831,924.75** and the goal was **40%**. Based upon review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest bidders/proposers meet the goal by utilizing **40%** to the following JSEB:

| | |
|---|---|
| F & R Professional Cleaning | $142,650.00 |
| Freddie Richardson Cleaning | $196,620.50 |

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8828.

cc: Marilyn Laidler

RN/ac

Please see Section 5 for a full description of the services and deliverables required under this RFP.

**1.3 Term of Agreement.**

Initial contractual period will be for a five (5) month period from May 1, 2019 through September 30, 2019, subject to availability of funds for the fiscal year. Upon mutual agreement, the contract may be extended for four (4) one (1) year renewals in subsequent years from October 1 through September 30. Upon request from the Contractor, the individual building monthly prices and the unit prices may be modified based on the change in the CPI-W, at the time of the extension for the next annual period.

**1.4 Minimum Requirements for Contractors.**

The City reserves the right to determine whether Contractors have the minimum qualifications to conduct a janitorial service operation of this type. Contractors must satisfy the following mandatory minimum requirements in order to have their Responses evaluated. A Contractor who is lacking the basic qualifications will not be considered for the awarding of this bid. Regardless of the cost, the determination by the City concerning Contractor qualification shall be final. In order to facilitate prompt award of the contract, the Contractor must submit with its proposal the following information and meet the minimum qualifying criteria. *FAILURE TO SUBMIT REQUESTED INFORMATION WILL BE GROUNDS FOR REJECTION OF BID:*

- The Contractor must submit its last annual financial statement with the respective bid.
- The Contractor must provide at least three (3) verifiable references of cleaning experience on multi-story buildings demonstrating the ability to successfully clean over 1,000,000 square feet of office space or demonstrated experience in the cleaning of heavy commercial facilities of similar area or a combination of the two
- Contractor must provide a list of contracts held for the previous thirty-six (36) months, including name, address, and telephone of a point of contact and dollar value of contract. The Contractor bidding must have been engaged in the business of performing commercial janitorial services for a minimum of thirty-six (36) consecutive months prior to bid opening date.
- The Contractor must submit a list of all commercial grade equipment that will be used to perform the services as outlined in this bid. Bids will only be considered from Contractors which have suitable equipment to maintain this contract. List must include equipment type, model, and quantity owned by the company. Pre-award inspection of the company's equipment may be made prior to award.

**1.5 Equal Business Opportunity Program**

It is an official policy of the City of Jacksonville to encourage the maximum participation of Jacksonville Small and Emerging Businesses (JSEBs) in its contract awards based upon availability. To participate as a JSEB on Buyer projects, a company must be certified as a JSEB with the City's Equal Business Opportunity Office.

**This RFP and the resulting Contract are subject to requirements of the "Participation Percentage Plan," which is set forth on Attachment C to this RFP. This RFP shall have a 40% participation goal under the Plan.**

Contractors may contact Buyer's Equal Business Opportunity Office at 904-255-8840 or find the JSEB directory at the City's website at www.jseb.coj.net

B. Contractor shall submit:

1) One (1) original signed version of its Response clearly marked as "ORIGINAL." The Response must be signed by an officer or employee having authority to legally bind Contractor.

2) Five (5) hard copies of the entire Response.

3) One (1) scanned copy (in .pdf format) of entire Response on a CD-ROM or flashdrive. Large files may be scanned as several separate PDF files.

4) One (1) REDACTED scanned copy of the Response (if necessary pursuant to Section 2.12). This copy should be marked "Confidential - Trade Secret" or something comparable to alert the reader of Contractor's claim of a public records exemption.

All copies are to be placed in a sealed package. The outside must be marked with (i) the RFP title and number, and (ii) Contractor's name, address, contact person, and telephone number.

It is the sole responsibility of each Contractor to assure all copies are EXACT duplicates of the original Response. Photocopies or CD copies will be used for the purpose of evaluating the Responses. Any information contained in the original Response which has not been transferred to the CDs or photocopies will NOT be considered. The original document will be used solely for official record keeping and auditing purposes.

**2.5 Evaluation of Responses.**

A. Buyer will determine the qualifications, interest and availability of Contractors by reviewing all Responses and, when deemed necessary in the sole discretion of Buyer, by conducting formal interviews of selected Contractors that are determined to be the best qualified based upon evaluation of the Responses.

B. The determination of which Contractors are "best qualified" will be based upon the criteria set forth in the RFP.

C. Before making an award, Buyer reserves the right to seek clarifications, revisions, and information it deems necessary for the proper evaluation of Responses. Failure to provide any requested clarifications, revisions or information may result in rejection of the Response.

D. Buyer reserves the right to accept or reject any and all Responses, or separable portions thereof, and to waive any minor irregularity, technicality, or omission if Buyer determines that doing so will serve Buyer's best interests. Buyer may reject any Response not submitted in the manner specified by the RFP.

**2.6 Award of Contract.**

**A.** The process for contract award is set forth in Jacksonville Ordinance Code Section 126.204. Generally, the City will award the Contract to the responsible and responsive proposer(s) whose Response is determined in writing to be the most advantageous to the City of Jacksonville, based solely on the relative importance assigned to price and of the criteria set

forth in Attachment B. The award may be contingent on the outcome of direct negotiations under Sections 126.201(d)(4) and 126.201(n), *Ordinance Code.*

B. Buyer may make an award within sixty (60) days after the date of the Responses are due, during which period the Responses shall remain firm and shall not be withdrawn. Any Response that expresses a shorter duration may, in Buyer's sole discretion, be accepted or rejected. If award is not made within sixty (60) days, the Response shall remain firm until either the Contract is awarded or Buyer receives from Contractor written notice that the Response is withdrawn. [Note: Withdrawal of a Response may be requested within 72 hours (excluding State holidays, Saturdays and Sundays) after the date and time Responses are due. Buyer will not accept an amended Response after the date and time Responses are due.]

C. Except as may otherwise be expressly set forth in the RFP, Buyer intends to award one contract but reserves the right to enter into a contract with multiple Contractors or to reject all Responses.

D. Based on the evaluation and negotiation results, Buyer shall electronically post a notice of intended award at Buyer's website. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Any person who is adversely affected by the decision shall file with Buyer a notice of protest in accordance with the Protest provisions of the RFP. Buyer does not intend to provide tabulations or notices of award by telephone.

2.7 **Terms of Agreement.** After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and conditions as may be agreed to between the parties. To the extent the Response contains exceptions to or modifications of the RFP, such exceptions or modifications are stricken unless Buyer affirmatively accepts the exceptions or modifications in the Contract. The Contract will be substantially in the form set forth in an attachment to the RFP. Buyer will not be obligated to pay Contractor for the RFP services until the Contract is signed by both parties. Buyer retains the right to reject all bids and/or amend its notice of award at any time prior to the full execution of the Contract.

If the successful Contractor fails to perform the Services as agreed, Buyer reserves the right to (i) issue a new solicitation for the Services; (ii) reopen the RFP for the purpose of negotiating and awarding a second contract to another Contractor in accordance with the criteria and processes set forth herein; and/or (iii) take such other actions permitted by law.

2.8 **Public Meetings and Special Accommodations.** Any meetings of the RFP evaluation committee (i.e., the Professional Services Evaluation Committee), shall be noticed on Buyer's website and shall comply with Florida's Open Meetings Laws. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Persons requiring a special accommodation because of a disability should contact the Contact Person identified in Section 1 at least forty-eight (48) hours prior to the meeting.

2.9 **Ex-Parte Communications.** Communications regarding the RFP by a potential vendor, service provider, bidder, lobbyist or Contractor to city employees, staff, or hired Contractors are prohibited. This prohibition includes communications with the Buyer's Office of General Counsel unless the Contact Person has authorized those communications in advance. Violations may result in the rejection/disqualification of a Response.

QWS3270X 3/29/2019 2:57 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 2:57 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1HB HAVERTY'S BUILDINGS
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

---

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 27,508.00 | 27,508.00 |
| EXPENDITURES | 2,083.91 | 10,419.55 | 10,419.55 |
| ENCUMBRANCES | -2,083.91 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 17,088.45 | 17,088.45 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 2:57 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 2:57 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1SJ CITY HALL ST. JAMES
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

---

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 284,022.00 | 284,022.00 |
| EXPENDITURES | 21,516.73 | 107,583.65 | 107,583.65 |
| ENCUMBRANCES | -21,516.73 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 176,438.35 | 176,438.35 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 2:58 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 2:58 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1YB YATES BUILDING
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 77,556.00 | 77,556.00 |
| EXPENDITURES | 5,875.46 | 29,377.30 | 29,377.30 |
| ENCUMBRANCES | -5,875.46 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 48,178.70 | 48,178.70 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 2:59 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 2:59 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1BALL ED BALL BUILDING
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

---

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 268,068.00 | 268,068.00 |
| EXPENDITURES | 20,308.09 | 101,540.45 | 101,540.45 |
| ENCUMBRANCES | -20,308.09 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 166,527.55 | 166,527.55 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 3:00 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 3:00 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1MAPR BUILDING MAINTENANCE - PUBLIC BUILDINGS
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

---

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 584,012.00 | 584,012.00 |
| EXPENDITURES | 46,447.29 | 232,236.45 | 232,236.45 |
| ENCUMBRANCES | -46,447.29 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 351,775.55 | 351,775.55 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 3:00 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 3:00 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PWPB5A1PD PUBLIC BUILDINGS-PRE TRIAL DETENTION
SUBOBJECT : 03410E CONTRACTUAL SERVICES-CLEANING/JANITORIAL
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

---

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 15,572.00 | 15,572.00 |
| EXPENDITURES | 1,193.26 | 5,966.30 | 5,966.30 |
| ENCUMBRANCES | -1,193.26 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 9,605.70 | 9,605.70 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 3:01 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 3:00 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PLJX011MBBS LIBRARY - MAIN, BRANCH AND MOBILE
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 1,083,235.16 | 1,083,235.16 |
| EXPENDITURES | 154,614.22 | 396,433.89 | 396,433.89 |
| ENCUMBRANCES | -154,614.22 | 219,500.14 | 219,500.14 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 467,301.13 | 467,301.13 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED

QWS3270X 3/29/2019 3:02 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 03/29/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 3:01 PM

FISCAL MO/YEAR : 06 2019 CURRENCY CODE :
INDEX CODE : PLJX15WLCFT LIBRARY CONFERENCE FACILITIES TRUST
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | MAR 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 10,085.00 | 161,427.00 |
| EXPENDITURES | 1,876.91 | 5,894.75 | 138,071.79 |
| ENCUMBRANCES | -1,876.91 | -4,811.27 | 2,438.60 |
| PRE-ENCUMBRANCES | .00 | .00 | .00 |
| REMAINING BALANCE | .00 | 9,001.52 | 20,916.61 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO
G005 - PRIOR RECORD DISPLAYED