



Legislation Details (With Text)

File #: 22-2509 **Version:** 1 **Name:**

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File created: 3/10/2022 **In control:** City Commission Regular Meeting

On agenda: 6/28/2022 **Final action:** 6/28/2022

Title: Award RFB No. 2022-16 for Janitorial Services to Emerald Facility Management, LLC., dba Emerald Facility Services, in the Amount of \$179,460.00 For the Initial Term from the Date of Award Through and Including June 21, 2024, with an Option to Renew for Two Additional One-year Terms with 5% Compounded Increases for Second and Third Year Plus Any Additional Services on an “as-Required” Basis per the Terms and Conditions in the Solicitation and Authorize the City Manager to Approve Renewals in Accordance with the Terms and Conditions in the Solicitation

Sponsors:

Indexes:

Code sections:

Attachments: 1. Notice of Intent to Award, 2. Award Recommendation Memo, 3. Bid Tabulation, 4. Bid Submittal, 5. RFB Janitorial Services, 6. Due Diligence Review, 7. Unofficial Bid Tabulation, 8. Florida Division of Corporations Documents

Date	Ver.	Action By	Action	Result
6/28/2022	1	City Commission Regular Meeting		

TO: Honorable Mayor & Members of the North Port Commission

FROM: A. Jerome Fletcher II, ICMA-CM, MPA, City Manager

TITLE: Award RFB No. 2022-16 for Janitorial Services to Emerald Facility Management, LLC., dba Emerald Facility Services, in the Amount of \$179,460.00 For the Initial Term from the Date of Award Through and Including June 21, 2024, with an Option to Renew for Two Additional One-year Terms with 5% Compounded Increases for Second and Third Year Plus Any Additional Services on an “as-Required” Basis per the Terms and Conditions in the Solicitation and Authorize the City Manager to Approve Renewals in Accordance with the Terms and Conditions in the Solicitation

Recommended Action

Award RFB No. 2022-16 for Janitorial Services to Emerald Facility Management, LLC., dba Emerald Facility Services, in the amount of \$179,460.00 for the initial term from the date of award through and including June 21, 2024, with an option to renew for two additional one-year terms with 5% compounded increases for second and third years plus any additional services on an “as-required” basis per the terms and conditions in the solicitation and authorize the City Manager to approve renewals in accordance with the terms and conditions in the solicitation.

Background Information

This is an annual contract for cleaning services at City of North Port facilities. The Request for Bid (RFB) includes regular daily janitorial services and hourly/square foot prices for additional services as needed, such as:

- Carpet cleaning services beyond contractual annual cleaning

- Porter service
- Pressure washing
- Emergency cleaning
- Cleaning after events

Bid Broadcast date was March 31, 2022, and Response Due was on May 2, 2022. Seven (7) bids were per the attached Tabulation sheet. Recommended award to Emerald Facility Management, LLC., dba Emerald Facility Services as the lowest responsive and most responsible bidder overall.

The initial term of award is from the date of this approval through and including June 21, 2024, and may be renewed at the same terms and conditions for two additional one-year terms by mutual agreement, with 5% compounded increases for the second and third-year renewals, plus any additional services on an "as-required" basis.

Strategic Plan

Efficient and Effective Government

Financial Impact

\$179,460.00 has been budgeted in account number 001-0760-519.34-00.

Future fiscal years to be determined by budget.

Procurement

Janitorial services are being procured pursuant to Section 2-404 of the City of North Port Procurement Code - Competitive Sealed Bid Process.

Company Details:

Emerald Facility Management, LLC., dba Emerald Facility Services
11701 South Belcher Road, Suite 124
Largo, FL 33773

Attachments:

1. Notice of Intent to Award
2. Award Recommendation Memo
3. Bid Tabulation
4. Emerald Facility Services 2022-16 Janitorial Services Submittal
5. RFB No. 2022-16 Janitorial Services
6. Due Diligence Review
7. Unofficial Bid Tabulation
8. Florida Division of Corporations Document

Prepared by: Garrett Woods, Business Manager

Department Director: Chuck Speake, Public Works Director