

<b>Blue Sheet No. 20150206</b>	<b>Lee County Board Of County Commissioners Agenda Item Report Meeting Date: 5/5/2015</b>	<b>Item No. 14</b>
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**TITLE:**

Approve Annual Bid for Janitorial Services for Various Downtown Facilities

**ACTION REQUESTED:**

A) Approve Award of B-150113 Annual Contract for Janitorial Services for Various Downtown Facilities to United States Service Industries, Inc., for a period of five years, at an annual expenditure of \$805,885.44. Additionally approve other miscellaneous charges, under the terms and conditions of B-150113, reflected on the Step Two section of the attached tabulation sheet.

B) Grant the Procurement Director, with County Administration approval, the authority to act on behalf of the Board in the event of vendor non-compliance and proceed to the next low bidder(s) in the event that the low bidder is unable to establish the effectiveness of their service or comply with the specification requirements.

C) Grant the Procurement Director, with County Administration approval, the authority to negotiate lower pricing if possible or exercise annual increases based on the Consumer Price Index upon mutual agreement of both parties.

D) Authorize the award of annual increase based on the Consumer Price Index.

E) Authorize annual expenditure of up to 4% of the annual total contract cost to cover such incidentals as, but not limited to, optional services, and the addition of geographically relevant facilities as permitted by the bid.

**FUNDING:**

Annual expenditure of \$805,885.44; General Fund; Included in the budget of various departments.

This is routine janitorial services for County facilities in Downtown Fort Myers. The award is for five years and includes increases to the initial amount for CPI and potential increases to services if applicable.

General Fund; Recurring annual expenditure; Facilities Construction & Management Operations and other departments as appropriate; primarily account QC5121200100.503410.

**WHAT ACTION ACCOMPLISHES:**

Approves the award of Formal Bid No. B-150113 Annual contract for Janitorial Services for Various Downtown Facilities. This item provides Janitorial Services for various downtown facilities for a term of five years. The estimated annual expenditures for these services is \$805,885.44.

**MANAGEMENT RECOMMENDATION:**

Approve

<b>Requirement/Purpose: (specify)</b>	<b>Request Initiated</b>
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<b>Required Review:</b>					
<b>Damon Grant</b>	<b>Robert Franceschini</b>	<b>Corris L. McIntosh Jr.</b>	<b>Reginald Kantor</b>	<b>Mike Figueroa</b>	<b>Peter Winton</b>
FACILITIES CONSTRUCTION AND MANAGEMENT	Purchasing	County Attorney	Budget Analyst	Risk	Budget Services
<b>David Harner</b>					
County Manager					

- Statute
- Ordinance
- Admin Code AC-4-1
- Other

**Commissioner:**  
**Department:** FACILITIES CONSTRUCTION AND  
MANAGEMENT  
**Division:** No Divisions  
**By:** Damon Grant

**Background:**

Approve the request- Allows Facilities Construction & Management to have various downtown facilities serviced at a competitive price.  
Do not approve the request- Will result in repeating the bidding process, with the likelihood of the same or similar results.

Provides Facilities Construction & Management with the janitorial services necessary to maintain County's downtown facilities in the most efficient and cost effective manner.

On March 24, 2015 Lee County Procurement received four (4) bid submittals. The submittals were reviewed and Facilities Construction & Management requested that the Division of Procurement obtain Board approval for the award of B-150113 to United States Service Industries, Inc.

1. Bid Tabulation
2. United States Service Industries, Inc. Bid