



AGENDA ITEM REPORT

DATE: October 1, 2019
DEPARTMENT: Parks and Recreation
REQUESTER: Jesse Lavender
TITLE: Award Contract for Custodial Services for Lee County Sports Parks and Stadiums

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP190379CJV, Custodial Services for Lee County Sports Parks and Stadiums to Clean 17, Inc. d/b/a Jan-Pro Cleaning Systems of Southwest Florida for the annual custodial maintenance of Terry Park, Player Development Complex, City of Palms Stadium, and JetBlue Stadium, on an as needed basis for an initial term of one year, in an amount not to exceed \$56,692.30 annually.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contracts, for up to three additional one-year periods, and to execute all associated documents, as approved in the department's annual adopted budget, in an amount not to exceed \$56,692.30 annually, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Awards annual custodial maintenance contract for cleaning Terry Park, Player Development Complex, City of Palms Stadium, and JetBlue Stadium to Clean 17, Inc. d/b/a Jan-Pro Cleaning Systems of Southwest Florida, on an as-needed basis for an initial one year period in an amount not to exceed \$56,692.30. The contract can be renewed up to three additional one-year periods, upon the agreement of both parties, as approved in the department's annual adopted budget, in an amount not to exceed \$56,692.30 annually. Total expenditures for these services for Fiscal Year 17/18 were \$44,849.00.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Procurement Management obtained proposals for the project known as Request for Proposal No. RFP190379CJV, Custodial Services for Lee County Sports Parks and Stadiums. On the solicitation deadline of August 5, 2019, Procurement Management received three submittals.

An evaluation meeting was held on August 13, 2019 during which the Evaluation Committee considered criterion as listed in the solicitation request including such items as qualifications of company, company relevant experience and reference, plan of approach, and personnel. Based on the information submitted by the proposers, the Evaluation Committee reached a consensus to accept the pricing proposal of and recommend the award of a contract to Clean 17, Inc. d/b/a Jan-Pro Cleaning Systems of Southwest Florida, for use on an as-needed basis for an initial one year period in an amount not to exceed \$56,692.30. The contract can be renewed for up to three additional one-year periods, upon the agreement of both parties, as approved in the department's annual adopted budget, in an amount not to exceed \$56,692.30 annually. Total expenditures for these services for Fiscal Year 17/18 were \$44,849.00.

B) Policy Issues

C) BoCC Goals

D) Analysis

Expenditures during Fiscal Year 17/18 were \$44,849.00. Expenditures in future years are not expected to exceed \$56,692.30.

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes

F)	Fund: General Program: Parks & Recreation Operations Project: Pro Am/Sports Account Strings: KH5722500100.503410	
G)	Fund Type?	General Fund
H)	Comments: Expenditures will be on an as-needed basis, as approved in the department's annual adopted budget, in an amount not to exceed \$56,692.30 annually.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
100119 Pro Am Cust Svcs Agree RFP190379CJV Clean 17	9/4/2019	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Parks and Recreation	Turner, Nicole	Approved	9/25/2019 - 9:37 AM
Parks and Recreation	Lavender, Jesse	Approved	9/25/2019 - 11:39 AM
Budget Services	Henkel, Anne	Approved	9/25/2019 - 11:50 AM
Budget Services	Winton, Peter	Approved	9/25/2019 - 11:59 AM
County Attorney	Lira, Louis C.	Approved	9/25/2019 - 1:37 PM
County Manager	Brady, Christine	Approved	9/25/2019 - 2:06 PM