



City of Delray Beach

100 N.W. 1st Avenue
Delray Beach, FL 33444

Cover Memorandum/Staff Report

File #: 20-235

Agenda Date: 5/19/2020

Item #: 6.R.3.

TO: Mayor and Commissioners
FROM: Missie Barletto, Assistant Director Public Works
THROUGH: George Gretasas, City Manager
DATE: May 19, 2020

APPROVAL OF RESOLUTION NO. 66-20 TO AWARD AN AGREEMENT WITH SUNSHINE CLEANING SYSTEMS, INC. FOR JANITORIAL SERVICES CITYWIDE (RFP 2019-003)

Recommended Action:

Motion to approve Resolution No. 66-20 to award an Agreement with Sunshine Cleaning Systems, Inc. for Janitorial Services Citywide (RFP 2019-003) in the estimated amount of \$1,382,551 for the Agreement term, of which \$280,165 is budgeted for FY 2020, and authorize the City Manager to exercise renewal options in the amounts below, contingent upon appropriation of funds.

Background:

On August 20, 2019 the City Commission awarded Stockton Maintenance Group a performance-based Agreement for Janitorial Services Citywide. The contractor was required to provide quality services to achieve the City-established performance standards for janitorial services. These standards were not met based on several re-occurring issues that did not meet the performance standards or quality of service required for facilities.

Based on these re-occurring issues the City recommends an Agreement be awarded to Sunshine Cleaning Systems Inc., as the second-highest ranked firm that responded to the solicitation RFP 2019-003. This will also be a performance-based Agreement with the same requirements to provide quality service to achieve City established performance standards. The term of the contract will be for three (3) years with the option to renew for two additional, one-year periods. Should this recommendation be approved, the City will cancel the current contract with Stockton Maintenance Group, in accordance with the terms and conditions of the Agreement.

The services consist of furnishing all labor, supplies, machines, equipment, tools, materials, and supervision necessary to perform and maintain the facilities in a neat, clean and orderly condition. Quality conformance evaluations will be performed for each building covered by the contract on a monthly basis.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below.

Estimated Contract Value

Initial Term (three-years)	April 7 th , 2020 - April 6 th , 2023	\$1,382,551
Renewal Term 1 (one-year)	April 7 th , 2023 - April 6 th , 2024	\$460,852
Renewal Term 2 (one-year)	April 7 th , 2024 - April 6 th , 2025	\$460,852
\$2,304,255		

A contingency of \$150,000 for the initial three-year term and \$50,000 for each one-year renewal option is requested to allow for additional cleaning services.

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-41-350-519.34.15 Other Contractual Services Janitorial Services. A midyear budget adjustment will be requested to remedy under funding in this account.

Attachments:

Legal Review Checklist

Resolution No. 66-20

Agreement

Timing of Request:

This issue is very time sensitive in order to provide the required services without interruption.