

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

**DATE:** January 31, 2022

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Kristin Daniels, Director, Office of Management and Budget

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Award of Bid 2022022 – Custodial Services for County Administration Complex

**BACKGROUND:**

On December 7, 2021, the Board of County Commissioners authorized staff to provide a 60-day notice of intent to terminate the existing agreement with High Sources, Inc. for custodial services for the Administrative Complex, and to rebid the services. The termination was effective Saturday, February 5, 2022. The term of the new award is one year, with two one-year renewals available, subject to vendor acceptance, satisfactory performance, and staff’s determination that renewal would be in the best interest of the County. Staff proposes a start date of February 28, 2022.

**BID RESULTS:**

Advertising Date: December 7, 2021  
 Bid Opening Date: January 11, 2022  
 DemandStar Broadcast to: 162 Subscribers  
 Bid Documents Requested by: 19 Firms  
 Replies: 13 Firms

Bids for the responsive firms were provided to the department for review.

<b>Bidder’s Name</b>	<b>Location</b>	<b>Total Annual Bid</b>
W & G Maintenance Corp	Palm Bay	\$136,800.00
<b>ACP Facility Services, Inc.</b>	<b>Woburn, MA</b>	<b>\$140,842.97</b>
Inside & Out Maintenance, LLC	Port St. Lucie	\$156,000.00
CER Signature Cleaning	Vero Beach	\$169,680.00
American Facility Services	Alpharetta, GA	\$174,480.00
Clean Space, Inc.	Coral Springs	\$221,937.83
Mega Service Solutions, Inc.	Tampa	\$292,572.00
Encompass On Site, LLC	Fort Lauderdale	\$298,361.64

<b>Bidder's Name</b>	<b>Location</b>	<b>Total Annual Bid</b>
Beachland Cleaning Service	Vero Beach	\$319,499.76
Kleen-Tech Services, LLC	Denver, CO	\$342,732.00
Kolla Service	Kissimmee	DQ
Seven Cleaning Service	Palm Bay	DQ
Contractors Enterprises	Tallahassee	DQ

**ANALYSIS:**

The department determined W&G Maintenance Corp. to be non-responsible, based on prior service experience for Public Works/Facilities and Utilities. Staff is recommending award to ACP Facility Services, Inc., as the lowest, responsive, and responsible bidder. The new annual cost represents a four percent increase in the annual cost for the terminated contract, and a 45% decrease from the previous contract, awarded in 2018.

**FUNDING:**

Funding for the custodial services is available in the General Fund, Facilities Management – Janitorial Services account, 00122019-033410.

**RECOMMENDATION:**

Staff recommends the Board award bid 2022022 to ACP Facility Services, Inc., approve the agreement, and authorize the Chairman to execute it after review and approval by the County Attorney as to form and legal sufficiency and after the required certificates of insurance have been received and approved by the Risk Manager.

**ATTACHMENT:**

Agreement