

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

**DATE:** March 6, 2024

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** John A. Titkanich, Jr., County Administrator  
Kristin Daniels, Director, Office of Management and Budget  
Jennifer Hyde, Purchasing Manager

**FROM:** Shelby Ball, Purchasing Specialist

**SUBJECT:** Award of Bid 2024038 – Annual Custodial Services for County Buildings

**BACKGROUND:**

On March 2, 2021, the Board awarded custodial services agreements for various county buildings to Clean Space and CER Signature Cleaning, with the final term due to expire on March 31, 2024. On behalf of the Facilities Management Division, sealed bids were solicited for new agreements, indicating firms will be awarded no more than a single group of buildings. The term of award is one year, with two one-year renewal options available, subject to vendor acceptance, satisfactory performance, and staff's determination that a renewal would be in the best interest of the County.

**Bid RESULTS:**

Advertising Date: February 9, 2024  
 Bid Opening Date: March 1, 2024  
 Demandstar Broadcast to: 230 Subscribers  
 Bid Documents Requested by: 20 Firms  
 Replies: 11 Firms

One firm was disqualified after the public bid opening for failure of initial responsiveness review. Below are the results of the solicitation. Group 1 is comprised of the Courthouse and Main Library and Group 2 is the 43<sup>rd</sup> Avenue and North County Offices and the North County Library.

Bidder's Name	Location	Annual Bid Group 1	Annual Bid Group 2
AK Building Services, Inc.	Fort Lauderdale	\$221,429.84	\$222,145.66
<b>American Facility Services, Inc.</b>	<b>Coral Springs</b>	<b>\$190,673.04</b>	\$542,492.40
American Janitorial, Inc.	Alpharetta, GA	\$439,755.12	\$422,978.40
Boro Building & Property Maintenance	Sarasota	\$210,960.00	\$196,800.00
<b>CER Signature Cleaning</b>	<b>Vero Beach</b>	\$154,671.84	<b>\$150,290.40</b>
Clean Space	Coral Springs	\$196,952.00	\$186,113.20

Bidder's Name	Location	Annual Bid Group 1	Annual Bid Group 2
Custom Cleaning & Management Services Corp	Jupiter	\$274,822.20	\$218,096.52
Image Janitorial Services, Inc.	West Palm Beach	\$197,718.84	\$178,214.52
Marsden South, LLC	Pompano Beach	\$195,728.76	\$179,154.12
Padegeis Cleaning, Inc.	Titusville	\$344,656.56	\$475,535.04
<i>Star Building Services, Inc. (Disclosure not properly signed or notarized)</i>	<i>Boston, MA</i>	\$266,590.00	\$197,252.88

**ANALYSIS:**

The division has determined the accepted bids to be responsive and responsible and has recommended award of Group 1 to American Facility Services and Group 2 to CER Signature Cleaning.

The new annual cost represents decreases from current contracts as shown below, for a total estimated annual savings of \$16,152.40.

Group	Current Annual Cost	Bid Annual Cost	Cost Decrease
Group 1 (Courthouse and Main Library)	\$191,961.52	\$190,673.04	0.7%
Group 2 (43 <sup>rd</sup> Ave Complex and North County)	\$165,154.32	\$150,290.40	9.0%

**FUNDING:**

Funding for the custodial services is available in the accounts shown below.

Group	Account Number	Account Name	Annual Cost
<b>American Facility Services, Inc.</b>			
Courthouse	00122019-033410	General Fund/Facilities Management/ Janitorial Services	\$136,800.00
Main Library	00110971-033410	General Fund/Main Library/ Janitorial Services	\$53,873.04
<b>C.E.R. Signature Cleaning</b>			
North County Library	00111271-033410	General Fund/North County Library/ Janitorial Services	\$24,840.00
43 <sup>rd</sup> Ave Complex	00122019-033410	General Fund/Facilities Management/ Janitorial Services	\$119,450.40
Traffic Operations Center	11124541-033410	Transportation Fund/Traffic Engineering/ Janitorial Services	\$6,000.00

**RECOMMENDATION:**

Staff recommends the Board award the custodial services to: American Facility Services, Inc. (Group 1) and CER Signature Cleaning (Group 2). Staff further recommends the Board approve the sample 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. Staff also recommends the Board authorize the Purchasing manager to renew this agreement, under the same terms and conditions for two additional one-year periods subject to satisfactory performs, vendor acceptance, and determination by the Department that renewal of this agreement is in the best interest of Indian River County.

**ATTACHMENTS:**

Sample Agreement

American Facility Services Pricing

CER Signature Cleaning Pricing