

Office of the Town Manager

Patricia Vallejo
Property Manager

MEMORANDUM

To: Rafael G. Casals, Town Manager

From: Selection Committee Members

Patricia Vallejo, CBTC Property Manager (chair)
Jazmin Gonzalez, Administrative Services Director
Etienne Bejarano, Parks & Recreation Director

Date: October 4, 2017

Re: RFP #17-09 Janitorial Maintenance Services

Please be advised that the Selection Committee members met today, Wednesday, October 4, 2017 to evaluate the proposals received in response to RFP #17-09 for Janitorial Maintenance Services. After tabulating each of the member's individual evaluations, the firms ranked as follows:

1. Kelly Janitorial Systems, Inc. (82.33)
2. SFM Services, Inc. (76.33)
3. National Cleaning Contractor USA, Inc. (73.66)
4. ABP Maintenance Corp. (72.00)
5. All Building Cleaning Corp. (64.66)

Attached please find each member's evaluation criteria forms as well as the final ranking sheet with all of the Committee member's scores.

The Committee has selected Kelly Janitorial Systems, Inc. to perform the Town's Janitorial Maintenance Services for the Cutler Bay Town Center building and Parks facilities.



Town of Cutler Bay

10720 Caribbean Blvd., Suite 105

Cutler Bay, Florida 33189

Phone: (305) 234-4262

Fax: (305) 234-4251

Website: www.cutlerbay-fl.gov

Town of Cutler Bay Janitorial Maintenance Services RFP #17-09 Evaluation Criteria

Final Committee Ranking

FIRM NAME	JAZMIN GONZALEZ	ETIENNE BEJARANO	PATRICIA VALLEJO	AVERAGE SCORE	
National Cleaning Contractor USA, Inc.	73	75	73	73.66	③
Kelly Janitorial Systems, Inc.	90	80	77	82.33	①
All Building Cleaning Corp.	63	70	61	64.66	⑤
SFM Services, Inc.	75	80	74	76.33	②
ABP Maintenance Corp.	75	70	71	72.00	④

**Town of Cutler Bay**

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Bidder's Name:

Natchaw Cleaning
Contractor USA, Inc.

Committee Member:

Jazmin Gonzalez

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	20
Contractor's "monthly" preventive maintenance costs.	50	40
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	3
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	73

Additional Notes:

Bidder's Name: Kelly Janitorial Systems, Inc.Committee Member: Jazmin Gonzalez**Town of Cutler Bay**

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**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	50
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	5
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	90

Additional Notes:

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Bidder's Name: All Building Cleaning Corp.Committee Member: Jazmin Gonzalez

RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	20
Contractor's "monthly" preventive maintenance costs.	50	30
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	3
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	63

Additional Notes:



Town of Cutler Bay

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Phone: (305) 234-4262 Fax: (305) 234-4251
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Bidder's Name: SFM Services, Inc.

Committee Member: Jazmin Gonzalez

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	25
Credentials and accomplishments of the Contractor's management staff.	10	10
Contractor's Employee Training and Safety Programs.	10	10
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	75

Additional Notes:

Bidder's Name: ABP maintenance Corp.Committee Member: Jazmin Gonzalez**Town of Cutler Bay**

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**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	30
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	10
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	75

Additional Notes:

**Town of Cutler Bay**

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Phone: (305) 234-4262 Fax: (305) 234-4251

Website: www.cutlerbay-fl.govBidder's Name: National Cleaning Contractor USA, Inc.Committee Member: Etienne Bejarano

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	15
Contractor's "monthly" preventive maintenance costs.	50	40
Credentials and accomplishments of the Contractor's management staff.	10	10
Contractor's Employee Training and Safety Programs.	10	5
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	75

Additional Notes:

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Website: www.cutlerbay-fl.govBidder's Name: Kelly Janitorial Systems Inc.Committee Member: Etienne Bejarano

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	50
Credentials and accomplishments of the Contractor's management staff.	10	0
Contractor's Employee Training and Safety Programs.	10	0
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	80

Additional Notes:

I did not see A. accomplishments B. Training + Safety Programs

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Phone: (305) 234-4262 Fax: (305) 234-4251

Website: www.cutlerbay-fl.govBidder's Name: All building Cleaning Corp.Committee Member: Etienne Bejarano

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	20
Contractor's "monthly" preventive maintenance costs.	50	40
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	0
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	70

Additional Notes:

I did not see employee + safety trainings.

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Phone: (305) 234-4262 Fax: (305) 234-4251

Website: www.cutlerbay-fl.govBidder's Name: SFM Services, Inc.Committee Member: Etienne Bejarano

**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	20
Contractor's "monthly" preventive maintenance costs.	50	35
Credentials and accomplishments of the Contractor's management staff.	10	10
Contractor's Employee Training and Safety Programs.	10	10
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	80

Additional Notes:

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TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	35
Credentials and accomplishments of the Contractor's management staff.	10	5
Contractor's Employee Training and Safety Programs.	10	0
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	70

Additional Notes:

I did not see Employee trainings + Safety program.

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Website: www.cutlerbay-fl.govBidder's Name: National Cleaning ContractorCommittee Member: Patricia Vallejo

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TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	20
Contractor's "monthly" preventive maintenance costs.	50	36
Credentials and accomplishments of the Contractor's management staff.	10	9
Contractor's Employee Training and Safety Programs.	10	3
Compliance with the Response preparation and submission requirements.	5	5
TOTAL POINTS	100	73

Additional Notes:

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**RFP #17-09
TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	50
Credentials and accomplishments of the Contractor's management staff.	10	0
Contractor's Employee Training and Safety Programs.	10	0
Compliance with the Response preparation and submission requirements.	5	2
TOTAL POINTS	100	77

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Website: www.cutlerbay-fl.govBidder's Name: All Building Cleaning Corp.Committee Member: Patricia Vallejo

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TOWN OF CUTLER BAY
JANITORIAL MAINTENANCE SERVICES**

Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	23
Contractor's "monthly" preventive maintenance costs.	50	36
Credentials and accomplishments of the Contractor's management staff.	10	0
Contractor's Employee Training and Safety Programs.	10	0
Compliance with the Response preparation and submission requirements.	5	2
TOTAL POINTS	100	61

Additional Notes:

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Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	25
Credentials and accomplishments of the Contractor's management staff.	10	10
Contractor's Employee Training and Safety Programs.	10	10
Compliance with the Response preparation and submission requirements.	5	4
TOTAL POINTS	100	74

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Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
Contractor's similar experience for the past eight (8) years, within the State of Florida	25	25
Contractor's "monthly" preventive maintenance costs.	50	30
Credentials and accomplishments of the Contractor's management staff.	10	7
Contractor's Employee Training and Safety Programs.	10	5
Compliance with the Response preparation and submission requirements.	5	4
TOTAL POINTS	100	71

Additional Notes:
