

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



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Bidder's Name: Natchau 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.

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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	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:



Bidder's Name: All Building Cleaning Corp.

Committee Member: Jazmin Gonzalez

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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	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:



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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

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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:



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Bidder'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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Bidder'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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Bidder's Name: All building Cleaning Corp.

Committee Member: Etienne Bejarano

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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	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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Bidder's Name: SFM Services, Inc.

Committee Member: Etienne Bejarano

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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	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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Bidder's Name: ABP Maintenance Corp.

Committee Member: Etienne Bejarano

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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	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 programs.



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Bidder's Name: National Cleaning Contractors

Committee Member: Patricia Vallejo

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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	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

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Bidder's Name: Kelly Janitorial Systems

Committee Member: Patricia Vallejo

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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	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

Additional Notes:



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Bidder's Name: All Building Cleaning Corp.

Committee Member: Patricia Vallejo

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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	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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Bidder's Name: SFM Services, Inc.

Committee Member: Patricia Vallejo

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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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Bidder's Name: ABP Maintenance Corp

Committee Member: Patricia Vallejo

**RFP #17-09
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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:
