




INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Director, Purchasing and Contract Compliance

FROM: Joseph Davis, Director, DREAM 

DATE: June 24, 2021

SUBJECT: Recommendation Award – ITB #21ITB128258C-CG, **Janitorial Services for Selected Fulton County Facilities (Groups C, D, & G)-FY2021**

Recommendation: We are recommending approval of the lowest bidder for, Janitorial Services for Selected Fulton County Facilities (Groups C, D, & G) in the amount total amount of \$362,515.35, with (A) 3H Service System, Inc., (Buford, GA) in the amount of \$223,667.85 for Groups C & D (Libraries); and (B) Buckhead Elite Construction Trust, LLC. (Atlanta, GA) in the amount of \$138,847.50 for Group G (Senior Centers- North & South), to provide the highest quality cleaning services for these selected Fulton County facilities. Effective dates: August 1, 2021 through December 31, 2021, with two renewal options.

DISCUSSION: The recommendation is based on the bidders' calculation cost per cleanable square footage for each facility within that Group to include day porter services, premium annual events and all cleaning and restroom supplies to determine the lowest responsive and responsible bidder(s) for a total annual cost for each of the three (3) different Groups: **C:** (Central Libraries)- which consists of five (5) facilities, **D:** (North Fulton Libraries)- which consists of 15 facilities, and **G:** (North Senior Centers)- which consists of five (5) facilities and (Central Senior Centers)- which consists of two (2) facilities, with an combine total of seven (7) senior center facilities.

The recommendation, also, is based upon the bidders' references of current customers below who can verify the quality of service your company provides. The County prefers customers of similar size and scope of work to this bid proposal.

The Department received and evaluated 11 bid responses to the solicitation.

12 Month Total Base Bid Amount for FY2021:

Bidders	Group C	Group D	Group G (North Senior Centers)	Group G (South Senior Centers)
3H System	\$311,905.86	\$224,896.99	\$239,819.89	\$104,676.01
A-Action	\$407,430.54	\$398,584.68	\$402,803.69	\$182,272.32
American Facility	\$439,542.80	\$266,606.40	\$268,485.76	\$116,124.24
Buckhead Elite	\$544,351.20	\$237,840.60	\$235,077.60	\$101,756.40
Chi-Ada	\$559,302.40	\$262,557.60	\$303,254.32	\$148,753.76
Brooks	\$596,750.14	\$337,915.23	\$312,815.31	\$135,447.64
Quality Cleaning	\$621,721.92	\$356,987.10	\$274,457.50	\$125,199.85
All Bright	\$675,620.00	N/B	N/B	N/B
United Maint.	\$718,771.70	\$478,318.54	\$442,432.55	\$198,317.39
LGC	\$793,949.36	\$238,376.54	\$414,730.36	\$173,262.01
Pritchard	\$2,129,918.00	\$1,297,075.00	\$489,399.00	\$257,341.00

After complete evaluation, 3H Service System, Inc. submitted the overall lowest responsible and responsive bids for Groups C (Central Libraries) and D (North Fulton Libraries); and Buckhead Elite Construction Trust, LLC submitted the overall lowest responsible and responsive bids for Groups G: (North Senior Centers) and (Central Senior Centers). Therefore, we recommend awards to 3H Service System, Inc. and Buckhead Elite Construction Trust, LLC, to provide janitorial services for these selected Fulton County facilities for the remainder of 2021 with effective dates: August 1, 2021, through December 31, 2021.

Recommended Bidders	Janitorial Groups	12 Month Based Bid	Award Amount (Based on 5 Remaining Months)
3H System	C & D	\$881,298.75	\$223,667.85
Buckhead Elite	G	\$1,119,025.80	\$138,847.50
Total Award Amount			\$362,515.35

Funding for this recommendation for five (5) months (Aug – Dec) for FY2021 in account # 100-520-5221-1176 in the total amount of \$362,515.35.

Authorized Signature: JOSEPH N. DAVIS
(By Director/Deputy Director)

Date: 7/24/2024

If you require additional information, contact Harry Jordan at (404) 612-5933.

Cc. Tim Dimond, Deputy Director, DREAM
Mike Ross, Administrator, DREAM
James Morehead, Building Services Manager, DREAM
Mark Hawks, CAPA, Team C, Purchasing & Contract Compliance
Consuela Glass, APA, Team C, Purchasing & Contract Compliance
Harry Jordan, Contract Management Administrator, Purchasing/DREAM



INTEROFFICE MEMORANDUM

Joseph N. Davis, Director
Department of Real Estate and Asset Management
Phone: (404) 612-5919

TO: Harry Jordan, Contract Administrator Supervisor

THROUGH: Joe Davis, Deputy Director

FROM: James M. Morehead, Building Services Manager

DATE: June 23, 2021

SUBJECT: Janitorial Recommendations

The following recommendation is forwarded for your perusal. I evaluated the bids, created a 2021 Bid Pricing Analysis Spreadsheet, and selected the lowest, responsive and responsible bid for each Group.

The 2021 Janitorial Cost is for 12 (12) months beginning 1 January 2021. I've included a 2021 Bid Pricing Analysis spreadsheet for your review. Recommend the awarding of general cleaning services for selected Fulton County Facilities to 3H Service System, Inc. (\$536,802.85) and Buckhead Elite Construction, LLC (\$333,234.00) for a total cost of \$870,036.85.

DISCUSSION:

Eleven (11) bids were received and evaluated for three (3) facility groups. The Evaluation Criteria listed in the ITB has been developed based upon experience with previous Cleaning Contracts and consultations with other organizations within the cleaning industry. The goal of this process is to award County Cleaning Contracts to reliable and responsible companies that are financially sound, with sufficient management expertise and cleaning experience to provide good service in return for the County funds expended. Additionally, when evaluating bid pricing to determine the "lowest" responsive and responsible bidder for facilities requiring day porters, the annual cost for day porters is added to the annual cleaning cost to provide a more accurate basis for comparing the bids.

Our previous experience has shown that when Contractors have had three or more Groups, or several Facility Groups dispersed around the County, was that they were unable to provide satisfactory service to that many facilities or to the larger Facilities within that particular Group. The Contractor experienced problems providing adequate staffing and supervision, and was not recommended for renewal due to poor performance. Low Contractor Performance Reports occurred despite our best efforts to ensure their success. Their failure to respond to problems and their inability to implement permanent solutions to resolve recurring problems led to written notifications to the company including the imposition of deductions from their invoice as allowed by the contract.

Therefore, I recommend that we award the contract to multiple vendors in order to distribute the enormous cleaning responsibilities in a more feasible and equitable fashion. If selected, 3H Service System, Inc. and Buckhead Elite Construction, LLC are new Vendors and will need monitoring and assistance during their transition. I **STRONGLY** recommend a Kick-off/Pre-Award Conference be held with the successful Bidders and all known Subcontractors prior to the awarding at a date and time set by the county. Fulton County Facilities will definitely present them with a unique cleaning experience. It's imperative that they are made aware of our standards and expectations as it relates to Janitorial Services.

3H Service System, Inc. was the lowest bidder for Group—C & D (Libraries). For this reason, we recommend award to 3H Service System for submitting the most responsible and responsive bid (\$536,802.85) for **Group—C & D (Libraries).**

Buckhead Elite was the most responsible and responsive bidder for Group—G (Senior Centers-North & Central). For this reason, recommend award to Buckhead Elite for submitting the most responsible and responsive bid (\$333,234.00).

Attachments

C: Joseph N. Davis, Director, Department of Real Estate and Asset Management

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