



City of Gainesville Agenda Item Report

File Number: 2023-380

Agenda Date: May 4, 2023

Department: Parks, Recreation & Cultural Affairs

Title: 2023-380 ITB Award for Opening and Closing Parks and Cleaning Park Restrooms (B)

Department: Parks, Recreation & Cultural Affairs

Description: Award recommendation to Contractors Enterprises Inc. for opening and closing parks and cleaning park restrooms totaling \$157,844.40 for fiscal years 2023 and 2024.

Fiscal Note: Funds have been allocated in the FY 2023 PRCA general fund budget to cover the costs for this maintenance service. The price of the contract is shared between Park Operations, Depot Park, Nature Operations, and Ironwood Golf Course. Funds have been requested in the FY 2024 budget.

Explanation:

Invitation to Bid # ITB-PRCA-230030-WB for opening, closing and cleaning of city parks, restrooms and facilities was issued on March 1, 2023 and opened on March 15, 2023. The Parks, Recreation and Cultural Affairs Department (PRCA) manages nine Nature Parks and eighteen Recreation parks and facilities that are gated and/or have a restroom building that needs to be unlocked and locked daily, as well as cleaned and stocked. These services are needed 365 days a year and PRCA has traditionally hired a janitorial firm or firms to unlock and lock the parks and/or clean the facility restrooms.

A centralized Invitation to Bid (ITB) has been completed for these services, with opportunities for contractors to bid on one, some, or all of these parks and facilities. The ITB was broadcast to 614 agencies, from the City's Small Business Procurement directory, the State of Florida's Office of Supplier Diversity directory, and the membership of the online service the City uses for procurement.

Six suppliers submitted responses to the ITB and, after evaluation, it was determined that it is the best interest of the City to accept the lowest bid price for each park and facility which resulted in two awards.

Contractors Enterprises Inc. will charge \$78,922.20 annually to provide the covered services at 19 sites. Zaharaly Cleaners will charge \$23,640.00 annually to provide the covered services at 7 sites. Pricing includes providing all cleaning supplies and paper goods.

This is a two-year initial contract. The new contract will begin June 1, 2023 and continue through May 31, 2025.

Strategic Connection:

- Goal 1: Equitable Community
- Goal 2: More Sustainable Community
- Goal 3: A Great Place to Live and Experience
- Goal 4: Resilient Local Economy
- Goal 5: “Best in Class” Neighbor Services

Recommendation: The City Commission: 1) award the contracts to Contractors Enterprises Inc. and Zaharaly Cleaners for opening and closing listed parks and cleaning park and facility restrooms, and 2) authorize the City Manager, or designee, to execute any related contracts, subject to approval by the City Attorney as to form and legality.