

Memorandum



Date: September 15, 2016

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Development

From: Milton L. Collins, Division Director *MLC*
Miami-Dade Aviation Department, Minority Affairs Division

Subject: Revised Recommendation of Contract Measures Request
Janitorial Services at Miami International Airport
Project No. RFP No. MDAD-03-16 (Z2) - Zone 2

REVISED RECOMMENDATION:

This is a revised resubmittal request for Small Business Development to proceed with the approval of the Recommendation of Contract Measures request for the **Janitorial Services at Miami International Airport, RFP No. MDAD-03-16 (Z2) - Zone 2**. MIA staff have evaluated the subject project and recommends an **SBE Set-Aside for Zone 2. (Previous Project Worksheet attached 03/05/2008)**.

The Term of this Agreement shall be for seven (7) years and the County reserves the right to extend the Agreement for up to three (3) separate one (1) year periods at the County's sole discretion. Each Zone will be awarded a separate contract.

The Contract Estimated Amount for seven (7) years for Zone 2 is \$21,808,185 (based on current annual average \$3,115,455). Attached is the breakdown currently in place for Zone 2.

PROJECT DESCRIPTION:

Miami-Dade County ("County") anticipates entering into a non-exclusive agreement with one (1) Contractor for the provision of janitorial services for the Miami-Dade Aviation Department (MDAD). The County is soliciting Proposals from perspective proposers, who, if selected by the County, shall provide the required janitorial services for the facilities identified herein as Zone 2. The existing collective bargaining agent for MDAD's current janitorial contractors' custodial and Specialist workforce is the Teamsters Local 769, affiliated with the Teamsters International Union, AFL/CIO.

MINIMUM QUALIFICATIONS:

ZONE 2 – Proposer should have five (5) years of continuous experience cleaning a facility with at least one million (1,000,000) square feet and serviced by not less than 40 full-time equivalents (FTE) in one or more facilities, working multiple shifts.

NOTE: This project is a Square Footage Agreement

Please advise our office if additional information or clarification is needed to complete this process.

Attachments

cc: L. Johnson, SBD
J. Escalante, SBD
E. Etienne, SBD
D. Agostino, MDAD
B. Jimenez, MDAD
C. Jose, MDAD

M. Clark-Vincent, MDAD
P. Betancourt, MDAD
D. Burke-Wheeler, MDAD
L. Arce, MDAD
S. Albritton, MDAD
C. Corrales, MDAD/File

MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Development

From: Milton L. Collins, Division Director
Miami-Dade Aviation Department
Minority Affairs Division



PROJECT/CONTRACT TITLE: Request for Proposals for Janitorial Services at Miami International Airport

PROJECT/CONTRACT NUMBER: RFP No. MDAD-03-16 (Z2) Zone 2

DEPARTMENT: Miami Dade Aviation Department

ESTIMATED PROJECT COST: \$21,808,185.00
(Based on current annual average \$3,115,455)

FUNDING SOURCE: Airport Operating Funds

DESCRIPTION OF PROJECT/BID:

Miami Dade County ("County") anticipates entering into a non-exclusive agreement with one (1) Contractor for the provision of janitorial services for the Miami-Dade Aviation Department (MDAD). The County is soliciting Proposals from prospective proposers, who, if selected by the County, shall provide the required janitorial services for the facilities identified herein as Zone 2.

CONTRACT MEASURES RECOMMENDATION:

Measures: Zone 2: SBE Set-Aside

REASONS FOR RECOMMENDATION:

Analysis of the factors contained in Implementing Order #3-41 indicates that the SBE-Goods & Services Program goal is appropriate for this contract.



Dept. of Business Development
Project Worksheet

Project/Contract Title: REQUEST FOR PROPOSALS FOR JANITORIAL SERVICES
Project/Contract No: RFP NO. MDAD-09-06
Department: MIAMI DADE AVIATION DEPARTMENT
Estimated Cost of Project/Bid: \$80,000,000.00
Description of Project/Bid: MIAMI-DADE COUNTY ANTICIPATES ENTERING INTO NON-EXCLUSIVE AGREEMENTS FOR THE PROVISION OF JANITORIAL SERVICES FOR THE MIAMI-DADE AVIATION DEPARTMENT (MDAD). THE REQUESTED SERVICES SHALL PROVIDE THE REQUIRED JANITORIAL SERVICES FOR THE ENTIRE MDAD FACILITY WHICH ARE IDENTIFIED AS ZONES 1, 2 AND 3. SERVICES TO BE PERFORMED BY THE OPERATOR(S) SHALL INCLUDE THE SUPPLYING OF LABOR, MATERIALS, EQUIPMENT, CHEMICALS AND ALL ITEMS, NECESSARY FOR, OR INCIDENTAL TO, SUCH JANITORIAL MAINTENANCE. TERMS OF THE AGREEMENT(S) ARE FOR THREE YEARS WITH FIVE-ONE YEAR EXTENSIONS.

RC Date: 03/05/2008
Item No: 2-01
Resubmittal Date(s): 09/19/2007
Funding Source: GENERAL

Contract Measures Recommendation		
Measure	Program	Goal Percent
Goal	SBE	10.00%
Set Aside	SBE	200.00%

Reasons for Recommendation
OTHER RECOMMENDATION. This project meets all the criteria set forth in A.O. #3-41. Commodity Code: 91039 Janitorial / Custodial Services (38 SBE certified firms, 10 firms responded). Contract Measure Recommendations: Zone 1-SBE GOAL (10%) - \$66,000,000-Terminal and Concourses. Zone 2-SBE Set-Aside-\$7,000,000-Parking Garages, Aviation Dept. Maint. Complex, Taxi Lot, Central Toll, Plaza, Police Station and other Outlying Buildings. Zone 3-SBE Set-Aside-\$7,000,000-Cargo Buildings, other buildings on 36th St. and the 3 General Airports and Outlying Buildings. Reason for resubmittal: Project was not advertised within the required 180 day period.

Analysis for Recommendation of a Goal				
Subtrade	Cat.	Estimated Value	% of Items to Base Bid	Availability
	SBE	\$6,600,000.00	10.00%	38
	SBE	\$7,000,000.00	100.00%	38
	SBE	\$7,000,000.00	100.00%	38
Total		\$20,600,000.00		

Living Wages: YES ☒ NO ☐

Responsible Wages: YES ☐ NO ☒

Ordinance 90-143 is applicable to all construction projects over \$100,000 that do not utilize Federal Funds

REVIEW COMMITTEE RECOMMENDATION			
Tier 1 Set Aside _____			
Set Aside _____	Level 1 _____	Level 2 _____	Level 3 _____
Trade Set Aside (MCC) _____	Goal _____	Bid Preference _____	
No Measure _____	Deferred _____	Selection Factor _____	
Chairperson, Review Committee	Date	County Manager	Date

N & K Enterprises, Inc. Vendor # 3679
AV3191 - Fiscal Year 2015

Budgeted: \$ 3,252,243.00

Available: \$ 132,177.11

YTD
365

Account #	700110	700156	701110	733050	743510	749245	749890
Budgeted :	\$ 2,017,232.00	\$ 374,986.00	\$ 280,000.00	\$ 48,000.00	\$ 46,237.00	\$ 104,000.00	\$ 381,788.00
Used YTD:	\$ 2,033,007.10	\$ 327,041.03	\$ 259,030.04	\$ 18,537.92	\$ 45,465.46	\$ 103,229.38	\$ 374,065.12
Available:	\$ (15,775.10)	\$ 47,944.97	\$ 20,969.96	\$ 29,462.08	\$ 771.54	\$ 770.62	\$ 7,722.88

Invoice #	Date	Amount Paid	700110 Salaries	700156 PT & I	701110 Health Ins.	733050 Other Costs	743510 Equipment	749245 Supplies	749890 OH & Profit
CY6-WK35	09/27/14	\$ 52,458.34	\$ 37,390.59	\$ 5,017.21	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK36	10/04/14	\$ 75,632.29	\$ 38,507.37	\$ 5,168.75	\$ 21,905.63	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK37	10/11/14	\$ 51,319.82	\$ 36,390.63	\$ 4,878.65	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK38	10/18/14	\$ 53,686.21	\$ 38,472.06	\$ 5,163.61	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK39	10/25/14	\$ 72,438.13	\$ 35,698.11	\$ 4,783.85	\$ 21,905.63	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK40	11/01/14	\$ 50,258.97	\$ 35,008.94	\$ 4,689.49	\$ -	\$ 510.00	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK41	11/08/14	\$ 52,669.47	\$ 37,577.75	\$ 5,041.18	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK42	11/15/14	\$ 58,333.55	\$ 40,502.18	\$ 5,440.83	\$ -	\$ 2,340.00	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK43	11/22/14	\$ 74,403.97	\$ 37,312.47	\$ 5,004.86	\$ 21,961.10	\$ 75.00	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK44	11/29/14	\$ 59,305.71	\$ 43,406.89	\$ 5,848.28	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK45	12/06/14	\$ 47,076.16	\$ 37,736.61	\$ (710.99)	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK46	12/13/14	\$ 53,710.00	\$ 38,415.79	\$ 5,243.67	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK47	12/20/14	\$ 56,851.02	\$ 39,152.66	\$ 5,347.90	\$ -	\$ 2,299.92	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK48	12/27/14	\$ 79,039.65	\$ 41,908.67	\$ 5,746.80	\$ 21,333.64	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK49	01/03/15	\$ 59,923.76	\$ 42,985.43	\$ 6,887.79	\$ -	\$ -	\$ 874.29	\$ 1,983.06	\$ 7,193.19
CY6-WK50	01/10/15	\$ 53,972.38	\$ 37,662.99	\$ 6,135.29	\$ -	\$ 120.00	\$ 874.39	\$ 1,986.04	\$ 7,193.71
CY6-WK51	01/17/15	\$ 54,803.42	\$ 38,478.73	\$ 6,270.59	\$ -	\$ -	\$ 874.39	\$ 1,986.04	\$ 7,193.71
CY6-WK52	01/24/15	\$ 75,072.77	\$ 38,121.28	\$ 5,874.48	\$ 21,019.91	\$ -	\$ 874.39	\$ 1,986.04	\$ 7,193.71
CY6-WK53	01/31/15	\$ 54,215.03	\$ 38,261.72	\$ 5,899.21	\$ -	\$ -	\$ 874.39	\$ 1,986.04	\$ 7,193.71
CY7-WK1	02/07/15	\$ 54,085.82	\$ 38,149.45	\$ 5,882.27	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK2	02/14/15	\$ 61,552.07	\$ 39,711.97	\$ 6,126.00	\$ -	\$ 5,660.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK3	02/21/15	\$ 80,891.49	\$ 43,419.17	\$ 6,712.04	\$ 20,706.18	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK4	02/28/15	\$ 53,686.09	\$ 37,811.93	\$ 5,820.06	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK5	03/07/15	\$ 58,046.44	\$ 41,593.28	\$ 6,399.06	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK6	03/14/15	\$ 56,631.78	\$ 40,417.79	\$ 6,099.89	\$ -	\$ 60.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK7	03/21/15	\$ 73,997.24	\$ 37,834.48	\$ 5,716.21	\$ 20,392.45	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK8	03/28/15	\$ 52,823.74	\$ 37,159.66	\$ 5,609.98	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK9	04/04/15	\$ 54,254.50	\$ 36,922.69	\$ 5,342.71	\$ -	\$ 1,935.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK10	04/11/15	\$ 54,751.77	\$ 39,196.49	\$ 5,501.18	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK11	04/18/15	\$ 53,276.29	\$ 37,918.83	\$ 5,303.36	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71

N & K Enterprises, Inc. Vendor # 3679
AV3191 - Fiscal Year 2015

Budgeted: \$ 3,252,243.00

Available: \$

132,177.11

YTD
365

Account #	700110	700156	701110	733050	743510	749245	749890
Budgeted :	\$ 2,017,232.00	\$ 374,986.00	\$ 280,000.00	\$ 48,000.00	\$ 46,237.00	\$ 104,000.00	\$ 381,788.00
Used YTD:	\$ 2,033,007.10	\$ 327,041.03	\$ 259,030.04	\$ 18,537.92	\$ 45,465.46	\$ 103,229.38	\$ 374,065.12
Available:	\$ (15,775.10)	\$ 47,944.97	\$ 20,969.96	\$ 29,462.08	\$ 771.54	\$ 770.62	\$ 7,722.88

Invoice #	Date	Amount Paid	700110 Salaries	700156 PT & I	701110 Health Ins.	733050 Other Costs	743510 Equipment	749245 Supplies	749890 OH & Profit
CY7-WK12	04/25/15	\$ 77,477.18	\$ 40,153.21	\$ 5,622.50	\$ 21,647.37	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK13	05/02/15	\$ 53,177.37	\$ 37,837.29	\$ 5,285.98	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK14	05/09/15	\$ 53,607.46	\$ 38,214.15	\$ 5,339.21	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK15	05/16/15	\$ 53,810.00	\$ 38,392.95	\$ 5,362.95	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK16	05/23/15	\$ 81,179.46	\$ 38,748.89	\$ 54,005.37	\$ 21,961.10	\$ 2,010.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK17	05/30/15	\$ 64,025.26	\$ 47,345.32	\$ 6,625.84	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK18	06/06/15	\$ 54,246.39	\$ 38,729.65	\$ 5,402.64	\$ -	\$ 60.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK19	06/13/15	\$ 52,799.38	\$ 37,513.87	\$ 5,231.41	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK20	06/20/15	\$ 75,193.19	\$ 38,914.06	\$ 5,428.85	\$ 20,706.18	\$ 90.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK21	06/27/15	\$ 53,065.74	\$ 37,748.47	\$ 5,263.17	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK22	07/04/15	\$ 59,835.30	\$ 43,668.48	\$ 6,112.72	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK23	07/11/15	\$ 56,180.60	\$ 40,398.62	\$ 5,647.88	\$ -	\$ 80.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK24	07/18/15	\$ 56,593.65	\$ 40,777.68	\$ 5,701.77	\$ -	\$ 60.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK25	07/25/15	\$ 74,795.37	\$ 36,169.33	\$ 5,042.19	\$ 23,529.75	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK26	08/01/15	\$ 52,945.33	\$ 37,643.07	\$ 5,248.16	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK27	08/08/15	\$ 55,472.16	\$ 38,148.09	\$ 5,319.97	\$ -	\$ 1,950.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK28	08/15/15	\$ 54,132.07	\$ 38,685.22	\$ 5,392.75	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK29	08/22/15	\$ 78,905.19	\$ 40,271.72	\$ 5,620.27	\$ 21,961.10	\$ 998.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK30	08/29/15	\$ 53,046.56	\$ 37,536.90	\$ 5,241.56	\$ -	\$ 214.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK31	09/05/15	\$ 51,776.23	\$ 36,619.48	\$ 5,102.65	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK32	09/12/15	\$ 63,173.22	\$ 46,525.63	\$ 6,517.49	\$ -	\$ 76.00	\$ 874.35	\$ 1,986.04	\$ 7,193.71
CY7-WK33	09/19/15	\$ 55,461.00	\$ 39,838.41	\$ 5,568.49	\$ -	\$ -	\$ 874.35	\$ 1,986.04	\$ 7,193.71

Total Invoices : 52

Total Invoiced : \$3,120,065.89 \$ 2,033,007.10 \$ 327,041.03 \$ 259,030.04 \$ 18,537.92 \$ 45,465.46 \$ 103,229.38 \$ 374,065.12

Weekly Average: \$ 60,001.27 \$ 39,096.29 \$ 6,289.25 \$ 4,981.35 \$ 356.50 \$ 874.34 \$ 1,985.18 \$ 7,193.56
Projected Expenditures: ##### \$ 2,033,007.10 \$ 327,041.03 \$ 259,030.04 \$ 18,537.92 \$ 45,465.46 \$ 103,229.38 \$ 374,065.12
Variance: \$ 132,177.11 \$ (15,775.10) \$ 47,944.97 \$ 20,969.96 \$ 29,462.08 \$ 771.54 \$ 770.62 \$ 7,722.88

N & K Enterprises, Inc. Vendor # 3679
AV3191 - Fiscal Year 2015

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Used YTD:	\$ 2,033,007.10	\$ 327,041.03	\$ 259,030.04	\$ 18,537.92	\$ 45,465.46	\$ 103,229.38	\$ 374,065.12
Available:	\$ (15,775.10)	\$ 47,944.97	\$ 20,969.96	\$ 29,462.08	\$ 771.54	\$ 770.62	\$ 7,722.88

Invoice #	Date	Amount Paid	700110 Salaries	700156 PT & I	701110 Health Ins.	733050 Other Costs	743510 Equipment	749245 Supplies	749890 OH & Profit
Restricted Budgeted : \$2,672,218.00			Restricted Available : \$ 53,139.83						

Unrestricted Budgeted : \$ 580,025.00

Unrestricted Available : \$ 38,727.12