

# MIAMI BEACH

## COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: November 20, 2024

TITLE: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXTEND, ON A MONTH-TO-MONTH BASIS, THE PROFESSIONAL SERVICES AGREEMENT, DATED MAY 28, 2019 BETWEEN THE CITY OF MIAMI BEACH AND SFM SERVICES, INC. FOR CITYWIDE JANITORIAL SERVICES (EXISTING AGREEMENT) FOR AN ADDITIONAL SIX (6) MONTHS, BASED ON CURRENT FINANCIAL TERMS, COMMENCING ON NOVEMBER 28, 2024 AND EXPIRING ON MAY 28, 2025, OR UNTIL NEGOTIATIONS FOR CITYWIDE JANITORIAL SERVICES ARE FINALIZED AND A NEW AGREEMENT IS EXECUTED, WHICHEVER COMES FIRST.

### **RECOMMENDATION**

The Administration recommends that the Mayor and City Commission adopt the Resolution approving a month-to-month extension of the SFM Agreement to ensure continuity of citywide janitorial services.

### **BACKGROUND/HISTORY**

On October 18, 2018, the City adopted Resolution No. 2018-30535 accepting the Administration's recommendation pursuant to Request for Proposal (RFP) No. 2017-070-JC, to simultaneously negotiate with Able Business Services Inc. and with SFM Services, Inc. the first and second ranked proposers respectively, for janitorial services. Said resolution further authorized the City Manager to select a primary contractor and a secondary contractor, based on the determination of the final negotiated proposals that offered the City the best combination of pricing and service. Consequently, on May 16, 2019, the City Mayor and Clerk executed a Professional Services Agreement with Able Business Services Inc. ("Able") as the primary contractor for City garages (Zone 4) and City Parks (Zone 6) and serving as the secondary for Zones 2 and Zone 3. Furthermore, on May 28, 2019, the City Mayor and Clerk executed a Professional Services Agreement with SFM Services, Inc. ("SFM") as the primary contractor for Zone 2 and Zone 3 and serving as the secondary contractor for Zone 4 and Zone 6 (the "SFM Agreement"). Subsequently, on September 30, 2019, the City terminated the Professional Services Agreement with Able Business Services, Inc.

On April 22, 2020, the Mayor and City Commission adopted Resolution No. 2020-31227, approving Amendment No. 1 to the SFM Agreement, which expanded the scope of the Agreement by retroactively approving the transfer of janitorial services for the City garages (Zone 4) and City parks (Zone 6) from Able Business Services, Inc. to SFM. Furthermore, said amendment expanded the scope by incorporating additional facilities which were not defined as part of RFP No. 2017-070-JC, including new sites and services.

On September 16, 2020, the Mayor and City Commission adopted Resolution No. 2020-31403, approving Amendment No. 2 to the SFM Agreement, which expanded the scope by incorporating additional facilities which were not defined as part of RFP No. 2017-070-JC, including new City offices and locations. Furthermore, said amendment retroactively approved additional services in response to the COVID-19 pandemic for FY 2019-2020 only. Finally, said amendment also memorialized the living wage increase, under the City's Living Wage Ordinance effective January 1, 2020.

On May 12, 2021, the Mayor and City Commission adopted Resolution No. 2021-31701, approving, Amendment No. 3 to the SFM Agreement, which: (1) retroactively approved effective October 1, 2020, additional janitorial services, in the amount of \$111,599.84 per year; and (2) approved the addition of sweeping services for all City-owned surface parking lot, in the annual total amount of \$906,525.00 for a total contract amount, not to exceed \$3,813,691.87 per year.

On September 18, 2021, Amendment No. 4 to the SFM Agreement was added administratively; said amendment incorporated into the Contract the omitted "Contract Provisions for Non-Federal Entity Contracts Under Federal Award," the "Byrd Anti-Lobbying Amendment Certification," the "Suspension and Debarment Certification," and other miscellaneous requirements of the City Code and Florida Law.

On September 14, 2022, the Mayor and City Commission adopted Resolution No. 2022-32276, approving a revised Amendment No. 5 to the SFM Agreement, said amendment approved effective June 22, 2022, additional sites and services in the amount of \$84,459.56, for a total contract amount of \$3,898,151.43 per year.

On October 18, 2023, the Mayor and City Commission approved the issuance of RFP 2024-032-WG (the RFP) Janitorial Services and on October 19, 2023, the RFP was issued. On February 24, 2024, the City Manager appointed an Evaluation Committee via LTC # 065-2024.

On May 15, 2024, the Mayor and City Commission: (1) adopted Resolution No. 2024-33057, approving Amendment No. 6 to the SFM Agreement, said amendment approved effective May 28, 2024, a six (6) month extension of the contract while negotiations were to take place for a replacement contract and; (2) adopted Resolution No. 2024-33011, approving the Administration to enter into simultaneous negotiations with American Facility Services, Inc., and SFM Services, Inc., the tied top-ranked proposers.

## **ANALYSIS**

The current extension to the SFM Agreement is set to expire on November 28, 2024. In order to ensure continuity of services, the Administration recommends an additional extension of the Agreement on a month-to-month basis for six (6) additional months, or, until negotiations for citywide janitorial services are finalized, and a new agreement is executed, whichever comes first.

## **FISCAL IMPACT STATEMENT**

The month-to-month extension does not contemplate any changes to the existing financial terms of the Professional Services Agreement. Funding for janitorial services citywide has been appropriated in the City's FY 2025 budget.

## **Does this Ordinance require a Business Impact Estimate?**

(FOR ORDINANCES ONLY)

**If applicable, the Business Impact Estimate (BIE) was published on:**

**See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>**

## **FINANCIAL INFORMATION**

## **CONCLUSION**

The Administration recommends that the Mayor and City Commission approve the month-to-month extension of the SFM Agreement to continue with citywide janitorial services while a new agreement is negotiated.

## **Applicable Area**

Citywide

**Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s):

**Department**

Facilities and Fleet Management

**Sponsor(s)**

**Co-sponsor(s)**

**Condensed Title**

Extend on Month-to-Month Basis PSA, Citywide Janitorial Services. FF