

BOARD OF COMMISSIONERS OF
HENRY COUNTY, GEORGIA

RESOLUTION NO. 18- 265

A Resolution of the Board of Commissioners
Awarding a Bid for Janitorial Services for County Facilities – Annual Contract

WHEREAS, the County Facilities included in Exhibit "B", require janitorial services for overall maintenance and cleanliness and sealed bids (Sealed Bid#19-15) were solicited for an annual contract on a renewable contract basis for these services; and

WHEREAS, ten (10) vendors submitted bids as indicated on the attached bid tabulation (Exhibit "A"); and

WHEREAS, All Bright Janitorial of McDonough, Georgia submitted the lowest bid; departmental personnel recommend award; and

WHEREAS, funds are available in the department's account for this commodity.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Henry County awards Bid Number 19-15 to All Bright Janitorial of McDonough, Georgia with the overall lowest cost \$93,960.00 per year for janitorial Services as a unit/price agreement with no fixed quantities for one (1) year with two (2) mutually agreed upon annual renewals. The County may add or remove locations as required and cost shall be negotiated in accordance with bid prices. The Chair and/or County Manager is hereby authorized to sign all necessary documents for this resolution.

This 4th day of December, 2018.

HENRY COUNTY BOARD OF COMMISSIONERS

BY:



Bruce Holmes, Vice-Chairman

ATTEST:



Stephanie Braun, County Clerk

Bid #19-15
Janitorial Services – Annual Contract
Bid Price Sheet (Revised)

Item No.	County Building	Contact Information	Est. Cleanable Sq. Feet	Space	Number of Employees & Estimated Number of Daily Visitors	Service Time Required	Monthly Cost
1	Accountability Court 141 Henry Parkway McDonough, GA 30253	Craig Ogilvie cogilvie@co.henry.ga.us 770-288-6223	2,516	7 Offices – 6 Carpet/1 VCT 2 Conference Rooms – Carpet 1 Hallway – VCT 1 Breakroom/Kitchen- VCT 2 Restrooms - 2 Toilets	Employees - 8 Visitors - 20	2 Nights Tuesday & Friday	\$ 250
2	Aubrey Harvey Building 333 and 337 Phillips Drive McDonough, GA 30253	Lora Bagby lbagby@co.henry.ga.us 770-288-6513	3,993	11 Offices – Carpet 2 Conference Rooms – Carpet 2 Hallways – VCT 1 Breakroom/Kitchen – VCT 2 Restrooms - 2 Toilets	Employees - 10 – 12 Visitors - 20	5 Nights	\$ 225
3	Building Plan & Review 680 Fairview Road Ellenwood, GA 30294	Amelia Ivey aivey@co.henry.ga.us 770-288-6083	500	5 Offices – Vinyl Tile 2 Hallways – Vinyl Tile 2 Restrooms - 2 Toilets	Employees - 4 Visitors - 2	2 Nights Tuesday & Friday	\$ 295
4	Code Enforcement 114 S. Zack Hinton Parkway McDonough, GA 30253	Pam Taylor ptaylor@co.henry.ga.us 770-288-6200	1,440	5 Offices – Carpet 1 Conference Room - Carpet 1 Hallway – Carpet 1 Breakroom/Kitchen – Tile 2 Restrooms - 2 Toilets	Employees - 6 Visitors - 2 per Month	5 Nights	\$ 225
5	DOT Building 533 Hampton Road McDonough, GA 30253	Janet Dix jdix@co.henry.ga.us 770-288-7632	6,767	11 Offices – Carpet 1 Conference Room – Carpet 2 Hallways- Carpet 1 Front Foyer- Tile 2 Breakrooms/Kitchens – 1Tile/1 Carpet 4 Restrooms - 4 Toilets & 4 Urinals	Employees - 9 Visitors - 0	2 Nights Tuesday & Thursday	\$ 210
6	Extension Services 99 Lake Dow Road McDonough, GA 30253	Susan Howington showington@co.henry.ga.us 770-288-8422	11,307	13 Offices – Carpet 2 Conference Rooms – Carpet 2 Hallways- Carpet & Tile 2 Breakrooms/Kitchens –Tile 4 Restrooms - 6 Toilets & 2 Urinals	Employees – 11 Visitors – 30 to 60	5 Nights	\$ 450

Company's Name: ALL BRIGHT JANITORIAL

Bid #19-15
Janitorial Services – Annual Contract
Bid Price Sheet (Revised)

Item No.	County Building	Contact Information	Est. Clean-able Sq. Feet	Space	Number of Employees & Estimated Number of Daily Visitors	Service Time Required	Monthly Cost
7	Facilities Maintenance 45 Work Camp Road McDonough, GA 30253	Lora Bagby lbagby@co.henry.ga.us 770-288-6513	915	1 Hallway – Tile 1 Breakroom/Kitchen – Tile 2 Restrooms - 2 Toilets & 1 Urinal	Employees – 22 Visitors - 0	2 Nights Tuesday & Friday	\$ 100
8	Fire Department 110 South Zack Hinton McDonough, GA 30253	Torrie Story tstory@co.henry.ga.us 770-288-6641	1,500	2 Restrooms 4 Toilets & 2 Urinals	Employees - 35 Visitors - 0	2 Days Monday & Thursday	\$ 225
9	Parks & Recreation (Heritage Office) 99 Lake Dow Road McDonough, GA 30253	Michelle Dunn mdunn@co.henry.ga.us 770-288-7310	10,863	1 Office – Carpet 13 additional small trash containers 1 Conference Room – Carpet 2 Classrooms – Tile 2 Hallways – Tile 4 Restrooms – 5 Toilets & 1 Urinal	Employees – 13 Visitors - 200	5 Nights (After 8:30 PM)	\$ 225
10	Parks & Recreation (Heritage Park) 101 Lake Dow Road McDonough, GA 30253	Michelle Dunn mdunn@co.henry.ga.us 770-288-7310	280	2 Restrooms 3 Toilets & 1 Urinal	Employees – 0 Visitors - 70	3 Days - Mon., Wed. & Fri.	\$ 75
11	Parks & Recreation (Richard Craig Pavilion) 125 S. Zach Hinton Parkway McDonough, GA 30253	Michelle Dunn mdunn@co.henry.ga.us 770-288-7310	400	2 Restrooms 7 Toilets & 1 Urinal	Employees – 0 Visitors - 50	3 Days - Mon., Wed. & Fri.	\$ 100
12	Parks & Recreation (Richard Craig Tennis Center) 125 S. Zach Hinton Parkway McDonough, GA 30253	Michelle Dunn mdunn@co.henry.ga.us 770-288-7310	300	2 Restrooms 4 Toilets & 1 Urinal	Employees – 0 Visitors - 50	3 Days - Mon., Wed. & Fri.	\$ 100
13	Police - Crime Scene Unit 116 South Zack Hinton Parkway McDonough, GA 30253	Sharon Buhse sbuhse@co.henry.ga.us 770-288-8203	1,500	5 Offices – VCT Tile 3 Workspaces – VCT Tile 2 Hallways- VCT Tile 1 Restroom - 1 Toilet & 1 Urinal	Employees- 5 Visitors - 5	1 Day Tuesday	\$ 100

Company's Name: ALL BRIGHT JANITORIAL

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Bid Price Sheet (Revised)

Item No.	County Building	Contact Information	Est. Clean-able Sq. Feet	Space	Number of Employees & Estimated Number of Daily Visitors	Service Time Required	Monthly Cost
14	Police - Headquarters 108 South Zack Hinton Parkway McDonough, GA 30253	Sharon Buhse shuhse@co.henry.ga.us 770-288-8203	33,000	66 Offices – VCT & Carpet Tile 5 Conference Rooms – VCT & Carpet Tile 12 Workspaces – VCT & Carpet Tile 10 Hallways- VCT & Carpet Tile 5 Breakroom/Kitchens- VCT & Carpet Tile 9 Restrooms - 7 Toilets & 8 Urinals	Employees – 120 Visitors - 50	5 Days	\$ 1300
15	Police – North Precinct 4545 N. Henry Boulevard Stockbridge, GA 30281	Patricia Warren pwarren@co.henry.ga.us 770-288-8239	8,000	10 Offices – Carpet 1 Conference Room - Carpet 5 Hallways – Linoleum 1 Breakroom/Kitchen – Linoleum 6 Restrooms -12 Toilets & 4 Urinals	Employees – 80 Visitors - 40	5 Days	\$ 225
16	Probate Court 99 Sims Street McDonough, GA 30253	Becky Norris bnorris@co.henry.ga.us 770-288-7602	6,800	6 Offices – Carpet 14 Cubicles – Carpet 1 Courtroom – Carpet 1 Record Room – Carpet 4 Hallways – Carpet 1 Lobby – Solid Surface 1 Breakroom/Kitchen – Carpet 4 Restrooms - 6 Toilets	Employees – 20 Visitors – 100 - 150	5 Nights	\$ 225
17	Public Defender's Office (Main) 30 Atlanta Street McDonough, GA 30253	Tracey Hood thood@co.henry.ga.us 770-288-7465	3,900	13 Offices – Carpet 1 Conference Room – Carpet 1 Common Area – Tile 3 Hallways Tile/Carpet 1 Breakroom/Kitchen – VCT 3 Restrooms - 5 Toilets & 1 Urinal	Employees – 16 Visitors - 5	5 Nights	\$ 225
18	Public Defender's Office 20 Lawrenceville Street McDonough, GA 30253	Tracey Hood thood@co.henry.ga.us 770-288-7465	2,617	5 Offices – Carpet 1 Conference Room – Carpet 1 Common Area – VCT 1 Hallway – VCT 1 Breakroom/Kitchen – VCT 2 Restrooms - 2 Toilets	Employees – 4 Visitors - 7	5 Nights	\$ 175

Company's Name: ALL BRIGHT JANITORIAL

Bid #19-15
Janitorial Services – Annual Contract
Bid Price Sheet (Revised)

Item No.	County Building	Contact Information	Est. Cleanable Sq. Feet	Space	Number of Employees & Estimated Number of Daily Visitors	Service Time Required	Monthly Cost
19	Senior Services – Bear Creek 56 McDonough Road Hampton, GA 30228	Diane Reed dreed@co.henry.ga.us 770-288-6971	12,077	2 Offices – 1 Carpet/1 tile (kitchen) 4 Activity Rooms – VCT 2 Hallways – Carpet Commercial Kitchen – Tile (not cleaned) 1 Dining - LVP 4 Restrooms - 9 Toilets & 2 urinals	Employees – 9 Visitors - 125	5 Nights	\$ 450
20	Senior Services - Heritage 1050 Florence McGarity Boulevard McDonough, GA 30253	Diane Reed dreed@co.henry.ga.us 770-288-6971	18,500	11 Offices – 10 Carpet/1 VCT 9 Activity Rooms – 2 VCT/7 Carpet/1 LVP 4 Hallways – Carpet 1 Breakroom Commercial Kitchen -Tile 1 Dining – LVP 6 Restrooms - 12 Toilets & 2 Urinals	Employees – 24 Visitors - 125	5 Nights	\$ 650
21	Senior Services – Hidden Valley 600 Spraggins Memorial Pkwy. Stockbridge, GA 30281	Diane Reed dreed@co.henry.ga.us 770-288-6971	11,330	5 Offices – 4 Carpet/1 VCT 9 Activity Rooms - 1 LVP/2 VCT/6 Carpet 3 Hallways- Carpet Commercial Kitchen – Tile 1 Dining – LVP 4 Restrooms - 9 Toilets & 2 urinals	Employees – 10 Visitors - 100	5 Nights	\$ 450
22	Senior Services – Locust Grove 280 Mose Brown Drive Locust Grove, GA 30248	Diane Reed dreed@co.henry.ga.us 770-288-6971	11,330	5 Offices – 4 LVP/1 VCT 6 Activity Rooms - LVP 1 Hallway- LVP Commercial Kitchen – Tile 1 Dining – LVP 2 Restrooms - 16 Toilets & 4 urinals	Employees – 9 Visitors - 50	5 Nights	\$ 450
23	Sentence Enforcement 530 Hampton Road McDonough, GA 30253	Quanisha Dawson qdawson@co.henry.ga.us 770-288-6597	4,730	18 Offices – Carpet 1 Conference Room – Tile 1 Lobby – Tile 5 Hallways – Carpet/Tile 1 Breakroom/Kitchen – Tile 3 Restrooms - 4 Toilets	Employees – 19 Visitors - 130	3 Nights Mon., Wed., & Friday	\$ 225

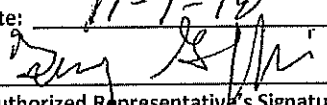
Company's Name: ALL BRIGHT JANITORIAL

Bid #19-15
Janitorial Services – Annual Contract
Bid Price Sheet (Revised)

Item No.	County Building	Contact Information	Est. Cleanable Sq. Feet	Space	Number of Employees & Estimated Number of Daily Visitors	Service Time Required	Monthly Cost
24	SPLOST 112 S. Zack Hinton Parkway McDonough, GA 30253	Leanna Sims lsims@co.henry.ga.us 770-288-7319	4,000	15 Offices – Carpet 2 Conference Rooms – Carpet 4 Hallways – Carpet 1 Breakroom – VCT 2 Restrooms - 2 Toilets	Employees – 11 Visitors - 10	2 Nights Tuesday, Friday	\$ 175
25	Stormwater Management 347 Phillips Drive McDonough, GA 30253	Debbie Lewis dlewis@co.henry.ga.us 770-288-7246	5,745	15 Offices – Carpet 1 Workspace – Concrete 1 Conference Room - Carpet 1 Breakroom/Kitchen – Linoleum 4 Restrooms - 5 Toilets	Employees – 29 Visitors - 3	5 Nights	\$ 225
26	Tax and Tag Office (Stockbridge) 164 Burke Street Stockbridge, GA 30281	Mesheryl Wimberley mwimberley@co.henry.ga.us 770-288-8181	6,051	14 Offices – Carpet 1 Conference Room – Carpet 3 Hallways – Carpet 2 Lobbies – Tile 1 Breakroom/Kitchen – Tile 4 Restrooms - 5 Toilets	Employees – 13 Visitors - 635	5 Nights 7 PM – 11 PM	\$ 250
27	Transit 530 Industrial Boulevard McDonough, GA 30253	Tammy Chandler tchandler@co.henry.ga.us 770-288-7436	5,305	8 Offices – Carpet 1 Conference Room – Carpet 5 Hallways – Carpet & Laminate 3 Breakroom/Kitchens – Laminate 2 Restrooms - 8 Toilets	Employees – 31 Visitors - 2	5 Nights	\$ 225
*Total Cost							\$ 7830

* Bids must contain unit prices for all locations in order to be considered responsive and eligible for award.

Company's Name: ALL BRIGHT JANITORIAL
TONY GRIFFIN
 Authorized Representative's Name (Print or Type)

Date: 11-9-18

 Authorized Representative's Signature

Janitorial Services - Annual Contract
Bid Tabulation

Item No.	County Building	Est. Cleanable Sq. Feet	Service Time Required	All Bright Janitorial	Express Pressure Wash	Bristol Facilities	Building Maintenance Services	D & B Janitorial	Accental Services	Glory P.C.S.	American Facility Services	KSL Services	Imagann Cleaning Service
1	Accountability Court	2,516	2 Nights	\$250.00	\$240.00	\$115.91	\$275.00	\$155.99	\$201.60	\$190.28	\$300.00	\$575.00	\$880.60
2	Aubrey Harvey Building	3,993	5 Nights	\$225.00	\$245.00	\$305.53	\$275.00	\$247.56	\$319.44	\$470.89	\$558.33	\$640.00	\$1,597.20
3	Building Plan & Review	500	2 Nights	\$295.00	\$320.00	\$23.03	\$250.00	\$31.00	\$40.00	\$51.89	\$340.00	\$400.00	\$575.00
4	Code Enforcement	1,440	5 Nights	\$225.00	\$245.00	\$110.18	\$250.00	\$89.28	\$115.20	\$186.43	\$376.67	\$500.00	\$936.00
5	DOT Building	6,767	2 Nights	\$210.00	\$245.00	\$252.21	\$250.00	\$419.55	\$541.36	\$313.29	\$350.00	\$765.00	\$1,691.75
6	Extension Services	11,307	5 Nights	\$450.00	\$475.00	\$622.24	\$350.00	\$701.03	\$904.56	\$1,162.81	\$1,354.17	\$1,105.00	\$2,261.40
7	Facilities Maintenance	915	2 Nights	\$100.00	\$88.00	\$42.15	\$120.00	\$56.73	\$73.20	\$121.09	\$250.00	\$450.00	\$625.00
8	Fire Department	1,500	2 Days	\$225.00	\$216.00	\$69.10	\$210.00	\$93.00	\$120.00	\$88.41	\$250.00	\$575.00	\$750.00
9	Parks & Recreation (Heritage Office)	10,863	5 Nights	\$225.00	\$245.00	\$532.46	\$280.00	\$673.50	\$869.04	\$1,070.55	\$1,341.67	\$1,585.00	\$2,172.60
10	Parks & Recreation (Heritage Park)	280	3 Days	\$75.00	\$120.00	\$15.92	\$150.00	\$17.36	\$28.00	\$57.66	\$445.00	\$465.00	\$300.00
11	Parks & Recreation (Richard Craig Pavilion)	400	3 Days	\$100.00	\$140.00	\$22.75	\$150.00	\$24.80	\$32.00	\$46.13	\$390.00	\$465.00	\$475.00
12	Parks & Recreation (Richard Craig Tennis Center)	300	3 Days	\$100.00	\$130.00	\$17.06	\$150.00	\$18.60	\$30.00	\$57.66	\$390.00	\$465.00	\$325.00
13	Police - Crime Scene Unit	1,500	1 Day	\$100.00	\$58.00	\$53.27	\$110.00	\$93.00	\$120.00	\$40.36	\$350.00	\$500.00	\$650.00
14	Police - Headquarters	33,000	5 Days	\$1,300.00	\$1,485.00	\$1,616.47	\$1,550.00	\$2,046.00	\$2,640.00	\$3,223.19	\$1,550.00	\$3,660.00	\$4,950.00
15	Police - North Precinct	8,000	5 Days	\$225.00	\$245.00	\$392.12	\$300.00	\$496.00	\$640.00	\$801.47	\$850.00	\$895.00	\$1,600.00
16	Probate Court	6,800	5 Nights	\$225.00	\$245.00	\$333.31	\$250.00	\$421.60	\$544.00	\$739.97	\$750.00	\$790.00	\$2,040.00
17	Public Defender's Office (Main)	3,900	5 Nights	\$225.00	\$245.00	\$191.16	\$250.00	\$241.80	\$312.00	\$417.07	\$658.33	\$640.00	\$1,365.00
18	Public Defender's Office	2,617	5 Nights	\$175.00	\$245.00	\$128.27	\$250.00	\$162.25	\$209.36	\$301.75	\$575.00	\$595.00	\$1,046.80
19	Senior Services - Bear Creek	12,077	5 Nights	\$450.00	\$800.00	\$591.96	\$850.00	\$748.77	\$966.16	\$1,239.69	\$1,293.33	\$1,395.00	\$2,415.40
20	Senior Services - Heritage	18,500	5 Nights	\$650.00	\$460.00	\$902.63	\$570.00	\$1,147.00	\$1,480.00	\$1,854.73	\$1,950.00	\$2,265.00	\$3,330.00
21	Senior Services - Hidden Valley	11,330	5 Nights	\$450.00	\$460.00	\$555.35	\$570.00	\$702.46	\$906.40	\$1,162.81	\$1,183.33	\$1,577.00	\$2,039.40
22	Senior Services - Locust Grove	11,330	5 Nights	\$450.00	\$460.00	\$555.35	\$570.00	\$702.46	\$906.40	\$1,162.81	\$1,183.33	\$1,577.00	\$2,039.40
23	Sentence Enforcement	4,730	3 Nights	\$225.00	\$262.96	\$269.01	\$280.00	\$293.26	\$378.00	\$320.97	\$322.00	\$700.00	\$1,182.50
24	SPLOST	4,000	2 Nights	\$175.00	\$262.96	\$184.28	\$250.00	\$248.00	\$320.00	\$197.20	\$390.00	\$550.00	\$1,000.00
25	Stormwater Management	5,745	5 Nights	\$225.00	\$222.40	\$281.59	\$260.00	\$356.19	\$459.60	\$570.83	\$683.33	\$700.00	\$1,149.00
26	Tax and Tag Office (Stockbridge)	6,051	5 Nights	\$250.00	\$245.00	\$296.59	\$260.00	\$375.16	\$484.08	\$663.09	\$730.83	\$840.00	\$1,089.18
27	Transit	5,305	5 Nights	\$225.00	\$245.00	\$260.03	\$260.00	\$28.91	\$424.40	\$587.37	\$687.50	\$615.00	\$954.90
				Total Monthly Cost	\$7,830.00	\$8,739.93	\$9,290.00	\$10,891.26	\$14,064.80	\$17,095.40	\$19,502.82	\$25,289.00	\$39,441.13
				Total Annual Cost	\$93,960.00	\$104,879.16	\$111,480.00	\$130,695.12	\$168,777.60	\$205,144.80	\$234,033.64	\$303,468.00	\$473,293.56

BOARD OF COMMISSIONERS MEETING

Meeting Date:

December 4, 2018

Department Requesting Agenda Item:

Facilities Maintenance

Action Type:

Action requested by BOC

For informational purposes only

Attachments/Exhibits for Agenda Item:

Exhibit "A" (Bid Tabulation)
Exhibit "B" (List of Facilities with Costs)

Presenter:

Hutch Purvis

Agenda Item:

Request approval of a Resolution to award a bid for janitorial services for various County Buildings.

Background/Summary:

Sealed bids (Bid # 19-15) we solicited from qualified professional janitorial service providers to furnish services, including, but not limited to the development, management, monitoring, and provision of high quality janitorial, cleaning, and custodial services at Henry County facilities listed in "Exhibit "B". Ten (10) bids were received. All Bright Janitorial of McDonough, Georgia submitted the lowest overall bid as shown on the bid tabulation sheet (Exhibit "A").

The recommendation is to award an annual contract to All Bright Janitorial for janitorial services, which includes supplies listed in the bid at a cost of \$93,960.00 per year. This will be a one (1) year contract with two (2) mutually agreed upon annual extensions. The County may add or remove locations as required and cost shall be negotiated in accordance with bid prices.

Funding for this commodity is available in the various departments' budgets.

Financial Implications/Considerations:

The project is budgeted.	<input checked="" type="radio"/> Y	or	<input type="radio"/> N
The project will require the use of Fund Balance.	<input type="radio"/> Y	or	<input checked="" type="radio"/> N
If yes, please state amount _____.			
The project will require no funds.	<input type="radio"/> Y	or	<input type="radio"/> N
The project is grant funded and will require a _____% match and those funds are/are not budgeted.	<input type="radio"/> Y	or	<input checked="" type="radio"/> N
Is this request a Capital Project and part of the Capital Project List?	<input type="radio"/> Y	or	<input checked="" type="radio"/> N

Additional Comments / Recommendation:

Department recommends awarding bid number 19-15 to All Bright Janitorial of McDonough, Georgia for janitorial services at \$93,960.00 per year on a renewable contract basis. This will be a unit/price contract with no fixed quantities for one (1) year with two (2) mutually agreed upon annual extensions.



HENRY COUNTY BOARD OF COMMISSIONERS

Approval Sheet for Agenda Items

DEPARTMENT: Facilities Maintenance

MEETING DATE: December 4, 2018

AGENDA ITEM: Janitorial Services for County Buildings - Sealed Bid # 19-15	
Department Director Signature: <u>[Signature]</u>	DATE: <u>11/24/18</u>
Comments:	
Grants (If Applicable): _____	DATE: _____
Budget Director (If Applicable): <u>Brenda Bennett</u>	DATE: <u>11/15/18</u>
Comments:	
Purchasing Director (If Applicable): <u>Denise Steag</u>	DATE: <u>11/15/18</u>
Comments:	
County Attorney Signature: <u>[Signature]</u>	DATE: <u>11.26.2018</u>
Comments:	
County Manager Signature: <u>[Signature]</u>	DATE: <u>11.26.2018</u>
Comments:	