

Notice of Bids 16-4491

JEA

Request for Proposal

Sealed proposals will be received by JEA, Procurement Department, Bid Office, Customer Center, 1st Floor, Room 002, located at 21 W. Church Street, Jacksonville, Florida 32202 until 12:00 noon on Tuesday, May 10, 2016. All proposals received from a qualified Proposer shall be publicly opened, read aloud, and recorded at 2:00 p.m. in the JEA Customer Service Center, Suite 002 at the address stated above.

RFP Number 049-16

Title: Janitorial Services – Open Market

Scope: JEA owns approximately 710 buildings primarily in Duval County, with some additional sites in Clay, Nassau, and St Johns Counties. Approximately fifty (50) of these buildings are Offices, Administrative Space, Service Centers, and Visitor Centers: Downtown Tower, Customer Center, Adair Building, Commonwealth Service Center, Westside Service Center, Southside Service Center, SOCC, Meter Reading Office, Ridenour, Clinic, and various additional buildings. The purpose of this solicitation is to establish pricing for Janitorial Services for the facilities listed in "Appendix B - Bid Workbook" as specified in "Appendix A – Technical Specifications". The work to be performed by the Company includes all labor, supervision, materials, tools and equipment, and reporting requirements as necessary for performing the work.

MANDATORY Pre-Proposal Meeting In Person or by Teleconference: April 21, 2016 at 11:00 a.m. at JEA Customer Center, 1st Floor, Room 002, 21 W. Church St., Jacksonville, FL 32202 / Dial in: 1.888.714.6484 / Passcode: 817050

OPTIONAL Site Visit of JEA Headquarters facilities to immediately follow.

To download a copy of the Solicitation and any applicable PDF files, visit our website at www.jea.com/About/Procurement/FormalProcurementOpportunities. Online registration is encouraged to receive notification of addenda that may be issued.

JEA Bid Section (904) 665-6740

Apr. 14 (16-4491)

APPENDIX B - PROPOSAL FORM

049-16 JANITORIAL SERVICES – OPEN MARKET

The Proposer shall submit one (1) original Proposal, three (3) duplicates (hardcopies), and one (1) CD. If there is a discrepancy between the electronic copy and hard copy, the hard copy will prevail. JEA will not accept Proposals transmitted via email.

PROPOSER INFORMATION:

PROPOSER'S COMPANY NAME: Advanced Technology Management, Inc

BUSINESS ADDRESS: 8672 Philips Hwy

CITY, STATE, ZIP CODE: Jacksonville, FL 32256

TELEPHONE: 904-398-9600

FAX: 904-398-9001

EMAIL OF CONTACT: atm@atminfor.com

WEBSITE: www.atminfor.com

1.2.3.1 QUOTATION OF RATES

Maximum points for this criterion: 50 Points

Proposer shall provide a pricing for the Contract by completing the enclosed "Appendix B – Quotation of Rates". The rates provided shall be all-inclusive and shall include all profit, taxes, benefits, travel, and all other overhead items.

Please note, the rates or lump sums quoted by Proposer on the Proposal Form must be firm prices, not estimates. ANY MODIFICATIONS, EXCEPTIONS, OR OBJECTIONS CONTAINED WITHIN THE PROPOSAL FORM SHALL SUBJECT THE PROPOSAL TO DISQUALIFICATION.

This amount is the total amount transferred from "Appendix B – Bid Workbook"

<i>Item No</i>	<i>Description of Services</i>	<i>Total Price</i>
5.1	Total Price (This amount is transferred from "Appendix B – Bid Workbook")	394,513.06

1.2.3.2 PROFESSIONAL EXPERIENCE, LOCATION, AND AVAILABILITY OF PROPOSER'S STAFF

Maximum score for criterion is: 20 Points

Proposer shall provide one (1) resume of for the Account Manager available to work on the JEA engagement. At minimum, the resume shall present the employee's name, title, years of service with the company, applicable professional registrations, education and work experience. The Proposer shall also submit a verifiable local business address for this person, their availability and their expected average response time to JEA.

Proposers may submit responses to this Section in its own format.