



# City of Smyrna

City of Smyrna  
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## Issue Sheet

File Number: 2021-262

Agenda Date: 7/6/2021

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Bid/RFP Award

Agenda Number: E.

**WARD / COUNCIL MEMBER:** Ward # City Wide

**\$ IMPACT:** \$169,200.00

### **Agenda Title:**

Award RFP 21-015 Full Service Janitorial Contract . All request for proposals were reviewed and scored by City Staff, the review team selected the highest ranking firm and recommend American Facility Services Of 1325 Union Hill Industrial Court Suite A, Alpharetta, Georgia 30004 in the amount of \$ 169,200.00

### **ISSUE AND BACKGROUND:**

Request for proposals for the full-service janitorial contract was advertised. The janitorial contract is a full service agreement that provides janitorial services for City Hall, Library, Police Administration, Brawner Hall, Fire Station #1, Recycling Center, Wolfe Center and Community Center. One hundred one (101) firms downloaded the RFP documents from the e-procurement system, fourteen (14) responses were received. All proposals were reviewed and scored by a city staff review team. A short list of five firms was selected for interviews. The review team has selected American Facility Services, they were the highest ranking firm and provide comparable services to many public agencies.

**RECOMMENDATION / REQUESTED ACTION:** Award RFP 21-015 Full Service janitorial Contract. All request for proposals were reviewed and scored by city Staff, the review team selected the highest ranking firm and recommend American Facility services of 1325 Union Hill Industrial Court Suite A, Alpharetta, Georgia 30004 in the amount of \$169,200.00 " and authorize the Mayor to sign and execute all related documents" if necessary