



INTENT TO AWARD NOTICE

TO: Proposers
FROM: Deltecia Jones, Procurement Manager
DATE: May 8, 2019
RE: Cleaning Services, RJS – RFP #18-11

Please be advised that sealed proposals regarding the above-referenced service were received on Friday, April 12, 2019 at 10:00a.m. Specifications and Request for Proposals were issued to forty-seven (47) prospective proposers and a total of six (6) companies responded. Those companies are Service Management Systems, American Maintenance, Performance Clean, United Maintenance Company, Owens Realty Services and American Servco. American Servco was disqualified for not submitting additional information requested.

The Selection Committee shortlisted and interviewed four (4) of the companies. After interviews and a final ranking meeting held on Tuesday, May 7, 2019 at 1:00pm, the Selection Committee Review Team final ranked the Proposers as follows:

- 1. Owens Realty Services**
- 2. Performance Clean**
- 3. American Maintenance**
- 4. SMS (Service Management Systems)**

The Procurement Department has received and reviewed all proposals and follow up documentation submitted and recommended for award as the most responsible Proposer is:

Owens Realty Services

It is staff's intent to recommend for award, to the Finance Committee and Board of Directors, that the proposal received from **Owens Realty Services** of Orlando, Florida be accepted as the most qualified, responsive and responsible proposer meeting requirements and specifications for all services requested. The Finance Committee will meet on Tuesday, May 21, 2019 at 10:30am for discussion and the Board of Directors will meet on Tuesday, May 28, 2019 at 4:00pm at the TSA office for a final award determination.

Let this notice serve as *Intent to Award* this contract to **Owens Realty Services**

cc: Proposal (Bid) File