

Notice of Intent to Award (NOIA)

ELC Invitation to Bid (ITB) for Office Cleaning Services – #ITB.2024.2025-0001

The Early Learning Coalition of the Big Bend Region, Inc. (ELC) released a publicly noticed *Invitation to Bid (ITB) for Office Cleaning Services – ITB.2024.2025-0001*, on September 30, 2024. ELC also emailed the solicitation notices to 25 vendors, including its current vendor and certified minority business enterprises (CMBEs).

ELC received two timely and responsive proposals from Bradwell's Cleaning Services, LLC and Michael and Emma Jones Janitorial Services LLC.

This Notice of Intent to Award (NOIA) notice does not constitute a binding commitment by ELC. Should the lowest priced Respondent (Vendor) decline the award, or if ELC and they cannot successfully negotiate an Agreement with Terms and Conditions acceptable to both Parties, ELC will cancel the NOIA and select the next lowest Bid until one accepts the NOIA, or cancel the ITB, whichever option is deemed most advantageous for ELC.

See below table for Bid summaries and rankings from lowest to highest prices. These bids reflect the maximum contract value quoted for cleaning services three times/week for 52 weeks X 5 years for Term 1 and the Renewal Term (also five-years). ELC reserves the right to contract for two days/week when it issues Purchase Orders.

Respondent (Vendor) Name	Price/Visit (Term 1, Five Years)	Term 1 Maximum Quote: Up to 3 Visits Per Week	Price/Visit (Term 2, Five Years)	Price/Visit (Renewal Term, Five Years)	Maximum Contract Value (Term 1 plus Renewal Term)
Bradwell's Cleaning Services, LLC	\$90	\$70,200 (\$90/visit X 3 visits/week X 52 weeks x 5 years)	\$90	\$70,200 (\$90/visit X 3 visits/week X 52 weeks x 5 years))	\$140,400
Michael and Emma Jones Janitorial Services LLC	\$150	\$117,000 (\$150/visit X 3 visits/week X 52 weeks X 5 years)	\$200	\$156,000 (\$200/visit X 3 visits/week X 52 weeks X 5 years)	\$273,000

ELC anticipates it will enter into an Agreement for Services ("Contract") with the lowest priced Vendor upon approval by its Board of Directors at its quarterly meeting scheduled on November 14, 2024, or on the date the last required party signs the Contract, whichever is later, pending no Intents to Protest or Formal Written Protests.

Link to RFP:

[Invitation to Bid \(ITB\) for Professional Office Cleaning Services, # ITB.2024.2025-0001 - Early Learning Coalition of the Big Bend \(elcbigbend.org\)](#)

Link to Florida Administrative Review (FAR) RFP Notices:

https://www.flrules.org/gateway/View_Notice.asp?id=28816292