



To: Steve Rapson

Through: Ted L. Burgess 

From: Sherry White 

Date: December 6, 2023

Subject: Contract #2325-A: Elections Office Cleaning Service

The Purchasing Department issued Request for Quotes #2325-A to secure a contractor for janitorial services at the Elections Office. Notice of the opportunity was emailed to 61 companies. Another 1234 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91039 (Janitorial and Custodial Services), #95863 (Janitorial Management Services), and #96221 (Cleaning Services, Steam and Pressure). The offer was also advertised through Georgia Local Government Access Marketplace and the county website.

Eleven companies submitted quotes (Attachment 1).

The Building and Grounds Department recommends All Bright Janitorial Service. A Contractor Performance Evaluations is attached (Attachment 2).

Specifics of the proposed contract are as follows:

Contract Name	#2325-A: Elections Office Cleaning Service		
Contractor	All Bright Janitorial Service		
Contract Amount	\$7,500.00		
Budget:			
Fund	100	General Fund	
Org Code	10400	Elections Department	
Object	522112	Janitorial Services	
Project	n/a		
Available	\$18,000.00	As of 12/6/2023	

Approved by: _____



Date: _____

12/6/23

Placed on Administrator's Report? Yes No

Placed on Agenda Dated: _____

TALLY SHEET
RFQ #2325-A Elections Office Cleaning Service

Friday, November 17, 2023

COMPANY NAME	PRICE PER MONTH	ANNUAL AMOUNT (12 MTHS)
All Purpose Professionals Services LLC	\$7,000.00	\$84,000.00
Walker and Sons Cleaning Company, LLC	\$4,800.00	\$57,600.00
Infinite Concepts & Solutions	\$4,500.00	\$54,000.00
Neat Nest Cleaning Company	\$4,128.94	\$49,547.28
Sal's Services, Inc	\$2,325.00	\$27,900.00
Swisscom Technological Team Inc.	\$2,066.11	\$24,793.32
Full Circle Professional Cleaning Services	\$1,885.00	\$22,620.00
Complete Facility Services, LLC	\$1,595.00	\$19,140.00
Imagann Facility Support Services, Inc.	\$1,390.00	\$16,680.00
S Dynasty Group LLC	\$1,083.33	\$12,999.96
All Bright Janitorial Service	\$625.00	\$7,500.00

Blue letting indicates a price calculation correction.

FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

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1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: All Bright Janitorial Services Inc	Contract Number: 2231-A
Mailing Address: 492 Macon Street	Contract Description or Title: Public Works & Kiwanis Cleaning Service
City, St, Zip Code: McDonough, GA 30253	Contract Term (Dates) From: 6/26/2023 - current
Phone Number: 678-793-0927	Task Order Number:
Cell Number: 678-793-0927	Other Reference: #2325-A Elections Office Cleaning Service
E-Mail Address: allbrightjanitorialsvc@gmail.com	

DEFINITIONS

- OUTSTANDING** – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.
- EXCELLENT (Exc)** - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.
- SATISFACTORY (Sat)** - Vendor met minimum contractual requirements or performance expectations of the products/services.
- UNSATISFACTORY (UnSat)** - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule		X			
2. Condition of delivered products		X			
3. Quality of work			X		
4. Adherence to specifications or scope of work			X		
5. Timely, appropriate, & satisfactory problem or complaint resolution		X			
6. Timeliness and accuracy of invoicing		X			
7. Working relationship / interfacing with county staff and citizens		X			X
8. Service Call (On-Call) response time		X			
9. Adherence to contract budget and schedule					X
10. Other (specify):		X			
11. Overall evaluation of contractor performance		X			

EVALUATED BY

Signature: Anita Godbee	Date of Evaluation: 11/29/2023
Print Name: Anita Godbee	Department/Division: Parks and Recreation
Title: Director	Telephone No: 770-716-4321

