



INTENT TO AWARD NOTICE

TO: Proposers/Bidders
FROM: Deltecia Jones, Procurement Manager
DATE: July 22, 2020
RE: Bid #19-14 (Annual Glass Cleaning & High Dusting Service, RJS)

Please be advised that two (2) sealed and electronic bids regarding the above-referenced service were received on Tuesday, July 21, 2020 at 10:00a.m. Specifications and Invitation to Bid were mailed and/or posted on Thursday, July 2, 2020.

It is staff's recommendation that the bid received from **Emerald Facility Management** of Saint Petersburg, Florida be accepted as the lowest, most responsive and responsible bidder meeting requirements and specifications for a total annual cost of \$18,180 and a total contract cost of \$54,540.

This Contract shall be in effect for a three (3) year period beginning **August 1, 2020 through July 31, 2023**. This Contract may be extended for one (1) additional two (2) year period at the sole option of the Authority at the same terms and conditions as the original Contract to be effective **August 1, 2023 through July 31, 2025**.

Let this notice serve as *Intent to Award* this bid award to **Emerald Facility Management**.

cc: Bid File