



## **CITY OF DORAL COUNCIL MEETING MEMORANDUM**

### **ITEM TITLE:**

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AWARDING REQUEST FOR PROPOSAL RFP #2026-10 "CUSTODIAL SERVICES FOR CITY OF DORAL PARK FACILITIES" TO ASIMA FACILITY MANAGEMENT, THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH ASIMA FACILITY MANAGEMENT FOR THE PROVISION OF CITY PARK FACILITIES CUSTODIAL SERVICES IN AN AMOUNT NOT TO EXCEED DEPARTMENTAL BUDGETED FUNDS, FOR A PERIOD OF THREE (3) YEARS WITH AN OPTION TO RENEW FOR AN ADDITIONAL THREE (3) ONE-YEAR (1) PERIODS UNDER THE SAME TERMS, CONDITIONS, AND PRICES OF THE CONTRACT; AUTHORIZING THE CITY MANAGER TO APPROVE AS QUALIFIED SERVICE PROVIDERS THE SECOND AND THIRD HIGHEST-RANKED PROPOSERS UNDER THIS RFP, ALLOWING THE CITY TO SELECT THEM TO PROVIDE SERVICES IF THE TOP-RANKED PROPOSER IS UNABLE TO FULFILL THE FULL SCOPE OF WORK OR MEET THE TERMS AND CONDITIONS REQUIRED UNDER THE RFP; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT AND EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

### **DEPARTMENT RECOMMENDATION:**

Approval

### **BRIEF HISTORY:**

The City of Doral, through its Parks and Recreation Department, and Procurement and Asset Management Departments, issued Request for Proposals (RFP) No. 2026-10 to solicit proposals from qualified service providers for custodial services at City Park Facilities. The scope of work includes providing all necessary personnel, supervision, cleaning supplies, and paper products and any other materials required to ensure the complete servicing of facilities. Buildings to be serviced under this RFP include:

- Doral Central Fitness & Community Center
- Doral Aquatic Center
- Doral Cultural Arts Center

The RFP solicitation was advertised and issued by the City of Doral on April 6, 2026. A public pre-proposal conference was held on April 15, 2026. The City received thirteen (13) proposals. Upon review of the responses by the Procurement and Asset Management

Department, twelve (12) were deemed responsive and forwarded to the Evaluation Committee for their review and preparation for the first Public Evaluation Committee meeting.

The following individuals were designated and approved by the City Manager to serve as members of the Evaluation Committee:

- Kenneth Soler, Assistant Parks & Recreation Director
- Rita Carbonell, Assistant Public Works Director
- Jorge Hernandez, Capital Improvements Division Senior Project Manager
- Michael Festa, Parks & Recreation Director
- Igor Ignatenko, Facility Manager

The Evaluation Committee convened for a public meeting on May 6, 2026. All responsive proposers were reviewed and ranked. Upon conclusion of the meeting, the Committee unanimously agreed to invite the top four (4) ranked proposers for a presentations and Q&A session.

On May 28, 2026, the Evaluation Committee convened and received presentations, followed by Q&A sessions from all five shortlisted proposers. Upon completion of all presentations and Q&A sessions, the Committee ranked the proposers based on price, along with other criteria as set forth in the RFP. Upon conclusion of the meeting, the Committee ranked all four (4) finalists as follows:

1. ASIMA Facility Management
2. SFM Janitorial Services, LLC
3. Encompass Onsite LLC
4. United States Service Industries

The Evaluation Team members included the following City staff:

- Kenneth Soler, Assistant Parks & Recreation Director
- Rita Carbonell, Assistant Public Works Director
- Jorge Hernandez, Capital Improvements Division Senior Project Manager
- Igor Ignatenko, Facility Manager

Based on the result of the final ranking of the finalists by Evaluation Committee, City Staff recommend that the award for RFP-2026-10 – City Park Facilities Custodial Services be granted to ASIMA Facility Management, as the top-ranked proposer. Additionally, the Parks & Recreation Department recommends that the second and third highest-ranked proposers be approved as qualified service providers under this RFP, allowing the City to select them to provide services if the top-ranked proposer is unable to fulfill the full scope of work or meet the terms and conditions required under the RFP.

**LEGISLATIVE ACTION: (IF APPLICABLE)**

<b>Date:</b>	<b>Resolution/Ordinance No.</b>	<b>Comments</b>

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**FINANCIAL INFORMATION: (IF APPLICABLE)**

No.	Amount	Account No.	Source of Funds
I.	\$250,044.12	001.90005.500340	Parks & Recreation Fund
Total:	\$250,044.12		
<b>Fiscal Impact Statement:</b> The proposed item has a fiscal impact on expenditures of \$250,044.12 per year.			

**STRATEGIC PLAN ALIGNMENT:**

This item follows the Exceptional Service strategic initiative of the City's Strategic Plan.
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**ATTACHMENT(S):**

- A. ASIMA Facility Management
- B. RFP 2026-09
- C. CM approved recommendation
- D. Draft Resolution.