

# Memorandum

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Date: May 29, 2026

To: Zeida Sardiñas  
City Manager

From: Rossella Montejo  
Procurement Manager

Subject: **Recommendation to Award RFP No. 2026-10 for Custodial Services for City of Doral Park Facilities**

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This memorandum provides an overview of the City of Doral Procurement Department's evaluation process and recommendation for RFP No. 2026-10 for Custodial Services for City of Doral Park Facilities. It also seeks the City Manager's approval of intended award.

## **BACKGROUND:**

The City of Doral ("City"), through its Parks and Recreation division, and in collaboration with the Procurement & Asset Management department, prepared RFP No. 2026-10 to solicit qualified and experienced vendors to provide for Custodial Services for City of Doral Park Facilities.

The scope of work includes Green Building Best Maintenance Practice Custodial Services to maintain the City's park facilities which include Doral Central Park and Cultural Arts Center.

The City issued RFP No. 2026-10 on April 6th, 2026, inviting qualified vendors to submit solicitations. The notice was published on OpenGov and was distributed electronically to a wide network of vendors. A publicly noticed, mandatory pre-bid conference was held on April 15th, 2026.

On April 27, 2026, the City received and publicly opened thirteen (13) timely proposals. Twelve (12) were deemed responsive and shared with the evaluation committee for review.

On May 6th, 2026, A publicly noticed evaluation meeting was held. The selection committee unanimously voted to shortlist the highest-scoring companies:

- ASIMA Facility Management
- Encompass Onsite LLC
- SFM Janitorial Services LLC
- United States Services Industries

On May 28th, 2026, oral presentations and interviews were held with the shortlisted vendors. On the same day, a publicly noticed evaluation meeting was held for Phase II scoring. All proposals were evaluated based on the published criteria. The committee unanimously agreed to recommend the highest scoring vendor for award. The final score is represented below:

Vendor	Presentation Quality & Clarity	Quality of Responses to Questions	Demonstrated Understanding & Approach Validation	Problem Solving & Continuous Improvement Methods	Value-Added Services & Innovation (Non-Pricing)	Total Score
ASIMA Facility Management	4.38	4.25	4.5	4.5	4.5	88
SFM Janitorial Services, LLC.	4.5	4.5	4.25	3.75	4.5	87
Encompass Onsite LLC	4.25	4	3.75	4	4.25	81.5
United States Service Industries	3.38	3.5	3.75	3.5	3.5	70

The City Manager has reviewed the Procurement Department's recommendations and concurs with proceeding with the highest-scoring vendor for recommended award of RFP-2026-10 for Custodial Services for City of Doral Park Facilities.

  
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 Zeida Sardiñas  
 City Manager

  
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 Date

Attachments:

- ASIMA Factsheet
- Aggregate Scores
- ASIMA Facility Management proposal
- Encompass Onsite LLC proposal
- SFM Janitorial Services LLC proposal
- United States Services Industries proposal
- RFP 2026-10 Custodial Services for City of Doral Park Facilities
- Solicitation Approval Form

- c: Francisco Rios, Deputy City Manager  
 Fernando Casamayor, Chief Financial Officer / Assistant City Manager  
 Michael Festa, Parks & Recreation Director  
 Roman Martinez, Director of Procurement and Asset Management