



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

Post Office Box 2451
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DATE: December 5, 2019
TO: James Chisholm, City Manager
THRU: Michael Stallworth, Business Enterprise Division Manager MS
FROM: Kirk Zimmerman, Buyer
SUBJECT: Quotes for Custodial Services for Tennis Center

REQUEST

The Purchasing Division requests the City Manager approve a 1 year agreement with **J & L Cleaning With A Passion and Never Slacking Services, LLC**, 420 Banana Cay Apt C, South Daytona, FL 32119 for Tennis Center Custodial Services.

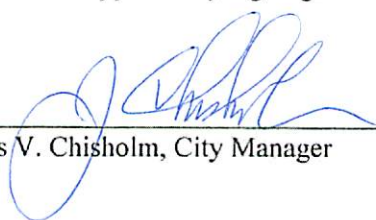
CONSIDERATION

On 11/19/2019 quotes were received for Tennis Center Custodial Services. 54 companies were sent invitations as well as being posted on the City website. 4 quotes were received. The lowest of which was **J & L Cleaning With A Passion and Never Slacking Services, LLC**. The estimated annual total quote was **\$10,800**. This quote is good from 12/01/2019 through 11/30/2020. The City will have the option to renew this quote for up to 4 terms of 1 year each by providing the Contractor written notice at least 60 days before the end of the current term.

Section 30-52 (a)

The city manager may authorize expenditures and enter into contracts for small purchases; however, where more than one purchase or expenditure is made or entered into in connection with and directly related to the same project, the cumulative value of such purchases or expenditures will not exceed \$25,000 without approval of the city commission. Expenditures for normal maintenance and operational expenses for city facilities and departments are not expenditures for "projects" subject to the cumulative value spending limitation. Small purchases may be made without competitive selection; however, the city manager will adopt written guidelines for use of informal procedures to insure cost efficiency.

Please indicate approval by signing below:



James V. Chisholm, City Manager

12-11-19

Date

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