



**Public Safety Committee**

Meeting Date: 8/13/2024

Vendor Award – RFP 24-191 Janitorial Service for Augusta Fire Department Administration Building

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<b>Department:</b>	Fire
<b>Presenter:</b>	Antonio Burden, Fire Chief/EMA Director
<b>Caption:</b>	Motion to award RFP 24-191 Janitorial Service for Augusta Fire Department Administration Building to Immaculate Facilities Group, LLC and authorize the mayor to sign all appropriate documentation. The contract is for a two (2) year award with an option to extend for three (3) additional one (1) year terms.
<b>Background:</b>	The Augusta Fire Department and Procurement Department have concluded the bid process for RFP 24-191 Janitorial Service for Augusta Fire Department Administration Building. Immaculate Facilities Group LLC was the most responsive bidder.
<b>Analysis:</b>	Augusta, GA intends to enter into contract with Immaculate Facilities Group LLC to provide janitorial services at the Fire Administration Building located at 3117 Deans Bridge Rd. The initial term of the contract will be two (2) years with the possibility to extend for three (3) additional one (1) year terms.
<b>Financial Impact:</b>	\$20,780 annually
<b>Alternatives:</b>	None at this time.
<b>Recommendation:</b>	Motion to award RFP 24-191 Janitorial Service for Augusta Fire Department Administration Building and authorize the mayor to sign all appropriate documentation.
<b>Funds are available in the following accounts:</b>	274034110-5222310
<b><u>REVIEWED AND APPROVED BY:</u></b>	Antonio Burden, Fire Chief/EMA Director