



# TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

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**MEETING TYPE:** Town Commission Meeting

**MEETING DATE** December 2, 2025

**SUBMITTED BY:** Skender Coma, Senior Management Analyst

**SUBJECT:** Approve Best Interest Acquisition and Execute Agreement for Janitorial Services

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## **SUMMARY:**

The Town issued Bid No. 25-001 for Janitorial Services on 1/21/2025 due to the existing agreement expiring with no renewal options available. On 2/25/2025, Town staff received and unsealed 15 bids, with Green Facility Inc. submitting the low bid of \$58,743.96. After reviewing their references and clearing all Criminal Justice Information Systems (CJIS) and Police Department background check procedures, Green Facility Inc. was determined to be the low, responsible bidder, and the agreement was executed at the 4/15/2025 Town Commission Meeting. After six months of providing janitorial services, Town staff has determined that Green Facility Inc.'s performance has been substandard and has elected to terminate the agreement after multiple attempts at remediation.

Town staff recommends executing an agreement with Armas Corp via a Best Interest Acquisition in accordance with the Town's purchasing policy. Armas Corp utilizes the previously contracted cleaning staff, who provided a much higher level of service, and will match the current pricing that the Town was able to acquire through the low bid process.

A Best Interest Acquisition is recommended as the traditional Invitation to Bid method may result in similar quality assurance issues from low bidders, and a Request for Proposals is a cumbersome process that would not guarantee the known level of service the Town has received from Armas Corp's cleaning staff in the past.

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## **FISCAL IMPACT:**

\$58,743.96 in year one with a 3% increase per renewal year

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## **ATTACHMENTS:**

Janitorial Services Agreement

Armas Corp Proposal

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**RECOMMENDATION:**

Approve Best Interest Acquisition and execute agreement with Armas Corp for Janitorial Services.