



Public Works Department

**Facilities Management Division**

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TO: Brenda Billingsley, Director,  
Purchasing Division

FROM: Scott Campbell, Director  
Facilities Management Division

DATE: February 17, 2014

SUBJECT: Revised - Request for Emergency Purchase Order and Contract Negotiations –  
Janitorial Services for the Broward County Judicial Complex

The Facilities Management Division (FMD) requests the Purchasing Division to authorize an Emergency Purchase Order (P.O.) to Triangle Services of Florida, Inc. (Triangle) for short term Janitorial Services at the Broward County Judicial Complex (BCJC) for 2 months in the estimated amount of \$117,000 per month. To ensure the long term continuation of critical services at this facility, FMD also requests the Purchasing Division to authorize immediate negotiations with Triangle for an agreement to provide Janitorial Services for a term comparable to the terms of the contract provided to OJS that was awarded pursuant to RFP# 0899203P1.

On June 26, 2012 the Board approved the agreement between Broward County and OJS Systems, Inc. for Janitorial Services for the Broward County Judicial Complex, RFP# 0899203P1.

On January 28, 2014 FMD discovered that OJS Systems was no longer providing janitorial services at the BCJC. Without consent from Broward County, OJS Systems switched the firm providing janitorial services at BCJC to 3H Systems. In addition, OJS Systems had failed to provide the County with a certificate of insurance, despite many requests including a certified letter.

On February 6, 2014 staff from the County Attorney's Office, the Office of Economic and Small Business Development (OESBD), Purchasing and FMD met to discuss a remedial course of action. However on February 14, 2014, an investigator from the State of Florida, Division Of Workers' Compensation, issued a stop work order to 3H Systems for failure to produce required business records within 5 business days in violation of section 440.107(7)(a), F.S.4.

It is imperative that janitorial services are not interrupted at the BCJC and that a clean and hygienic environment is provided without exception for members of the public and county staff.

Triangle was the second ranked firm for the Janitorial Services solicitation for the Broward County Judicial Complex, RFP# 0899203P1. As such, FMD requests the Purchasing Division to process an emergency purchase order in the estimated amount of \$117,000 per month for a

term not to exceed 2 months to Triangle. The cost is based on the proposal by Triangle for the 2012 solicitation. Triangle has agreed to provide the services on short notice.

Please contact me at (954)-357-5590 if you require additional information regarding this emergency request.

c: Karen Walbridge, Purchasing Division  
Ian Mitchell, Facilities Management Division