

**PORT OF PALM BEACH DISTRICT  
REQUEST FOR DISCUSSION AND  
COMMISSION ACTION**

**NEW BUSINESS  
ITEM I -1**

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**PREPARED BY:** Ken Hern Sr. Director Operations, Security & Facilities April 4, 2018

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**SUBJECT: Cleaning Services**

- Request to Advertise - Request for Proposals

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**BACKGROUND:**

Based on the addition of the Grand Classica, Port staff has determined that for operational efficiency and cost effectiveness, a need exists to consolidate cleaning services. Currently, staffing and materials are sourced from approximately 9 different suppliers.

Port staff is seeking to advertise a request for proposal for cleaning services that will provide both staffing and supplies, in an effort to streamline operations, potentially reduce cost and ensure a clean, safe environment for customers and staff.

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**FINANCIAL IMPACT:** This project is funded from the FY2018 Operating Budget.

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**ADDITIONAL INFORMATION ATTACHED:** No  Yes

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**RECOMMENDATIONS:** Port staff respectfully requests the Board of Commissioners to authorize staff to advertise and receive proposals for cleaning services.

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**Respectfully Submitted By:**



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**Manuel Almira, Executive Director**

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**DATE ACTION TAKEN:** \_\_\_\_\_  
Approved: \_\_\_\_\_  
Disapproved: \_\_\_\_\_  
Deferred To: \_\_\_\_\_  
Incorporated into Minutes: \_\_\_\_\_

Motion By: \_\_\_\_\_  
Seconded By: \_\_\_\_\_  
Unanimous: Yes \_\_\_\_\_ No \_\_\_\_\_  
By: \_\_\_\_\_