VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM

MEETING DATE: November 13, 2025

MEETING TYPE: Regular Village Council Meeting

AGENDA ITEM TITLE: Approval of Contract Award of 2026-01, *Janitorial Services for Parks Restrooms & Village Departments Offices* to Southern Cleaning Service, Inc., in a total anticipated annual contract amount of $50,435.16.

SUMMARY OF ITEM:

Village staff recommends that the Village Council approve the award of Contract 2026-01, *Janitorial Services for Parks Restrooms and Village Department Offices*, to Southern Cleaning Service, Inc. (SCSI), in a total anticipated annual contract amount of $50,435.16.

The scope of work under this contract includes, but is not limited to, providing daily cleaning and sanitation services for public restrooms located within Village parks and various Village Department Offices.

On October 9, 2025, the Village received and publicly opened nine (9) bids in response to the solicitation. One bid was deemed unresponsive, resulting in a total of eight (8) qualifying bids. Village staff conducted thorough reference checks for all responding firms and prepared a comprehensive evaluation packet for the Selection Committee's review. The Selection Committee subsequently evaluated all submittals in accordance with the established criteria.

Based on the proposals received, the evaluation results, and reference responses, the Selection Committee determined that Southern Cleaning Service, Inc. is the most qualified, responsive, and responsible bidder for this contract.

FISCAL IMAPCT STATEMENT:

The total anticipated annual contract amount is $50,435.16. Funding for this contract will be allocated from three separate accounts, based on the locations being serviced, as follows:

- Parks Department – Other Contractual Services (0001-570-572000-00-3400-00)**:** $960.65 per month for Park 's restroom services and $972.68 per month for Parks Office Space services.
- General Government – Contracted Services (0001-510-510000-00-3400-00): $1,296.92 per month for services provided to Village Hall Office spaces.
- Utilities Fund – Other Contractual Services (4000-530-533000-00-3400-00): $972.68 per month for services provided to the Utilities Office space.

All expenditures will be charged to the respective accounts consistent with the approved budget.

RECOMMENDATION:

Motion to approve the award of Contract 2026-01, *Janitorial Services for Parks Restrooms and Village Department Office*s, to Southern Cleaning Service, Inc., in the total anticipated annual amount of $50,435.16, and to authorize the Village Mayor to execute the contract.

PREPARED BY: Kali Beams DATE: 10/22/25

ATTACHMENTS:
Description
1. Selection Committee Final Tabulation.pdf
Independent Contract.pdf