

February 7, 2003

Merrett R. Stierheim, Superintendent of Schools

**SUBJECT: AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH UNICCO SERVICE COMPANY TO PROVIDE MANAGEMENT SERVICES FOR THE OFFICE OF FACILITIES MAINTENANCE OPERATIONS (OFO)**

**COMMITTEE: BUSINESS SERVICES**

The Miami-Dade County School Board, at its meeting held on July 10, 2002, Agenda item (replacement A-4) authorized the Superintendent to issue a Request For Proposals from private maintenance management firms to provide services for the Facilities Maintenance Operations Department. The Board also approved a Selection Committee to review the proposals for approval by the Superintendent and subsequent submission to the School Board for the final approval.

The Bureau of Procurement and Materials Management issued the Request for Proposals with a due date of August 15, 2002 for opening of proposals. The due date was later changed to August 29, 2002 to allow additional time and provide additional information in response to questions received by the Superintendent from prospective proposers.

A meeting of the Selection Committee to evaluate the Request For Proposals was held on October 25, 2002. A total of five proposals were presented for consideration. After considerable discussion, a motion was passed to recommend three firms to be invited for oral presentation, i.e., 1) Aramark Service Master, 2) Sodexo America, LLC, and 3) UNICCO Service Company. On November 22, 2002 a meeting composed of the selection committee members was called to hear presentations from the three aforementioned companies. Based on the discussion, the committee chose to recommend UNICCO Service Company as first choice and Sodexo America, LLC as an alternate in case the district staff and UNICCO Service Company representatives do not agree with the scope of work and costs associated with the final plan.

The Chief Business Officer, the District Director for Office of Maintenance Operations, the union leadership representing DCSMEC, DCSAA, and AFSCME membership along with Dr. Ralph Lewis, serving as chair, have invested considerable amount of energy and time in delineating the scope of work, the deliverables at completion of various phases, and the cost associated with each phase of the agreement.

The district staff along with union leadership are recommending to engage the UNICCO Service Company for a period of two years with a phase one lasting six months to include the assessment and development of the Maintenance Operations Planning and Support processes, Performance Measurement and Control processes, and Human Resource management processes. Phase two will begin a staged implementation of reengineered departmental procedures. This initiative will also address all OPPAGA and Sterling recommendations. UNICCO Service Company has submitted their all-inclusive; not to exceed costs for year one as \$1,876,900, and year two as \$1,661,300.

A copy of board item A-4 along with a letter from Mr. Randy Ledbetter, Vice President of Business Development for UNICCO Service Company, clarifying the final scope of work and serving as the basis of agreement are being forwarded to the Board under separate cover and will be on file in the Office of the Board Recording Secretary and the Citizen Information Center.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida:

1. authorize the Superintendent to enter into an agreement with UNICCO Service Company for a period of two years with all-inclusive costs for year one not-to-exceed \$1,876,900, and year two \$1,661,300; and
2. approve the funding for the services from the Maintenance Transfer category from two millage levy funds.

LWS:bg