



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Health
Department No.: 041
For Agenda Of: 05-04-10
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Takashi Wada, MD, MPH, Director and Health Officer
Director(s) Public Health Department
Contact Info: Anne Fearon, Deputy Director, 681-5171

SUBJECT: Professional Services Agreement (ServiceMaster of Goleta)

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors approve and authorize the Chair to execute a Professional Services Agreement for janitorial services with ServiceMaster of Goleta, a local vendor, in the amount of \$186,000 for the 14 month period of May 1, 2010 through June 30, 2011.

Summary Text:

Public Health currently has a Purchasing contract (CN10005) with ServiceMaster of Goleta which expires April 30, 2010. The company has proven they are able to fulfill the unique tasks required to maintain the PHD's Santa Barbara Health Clinic and WIC (Women, Infants & Children) offices, as well as the other general buildings located on the Calle Real Campus. General Services also has a contract with ServiceMaster of Goleta for additional facilities in the Goleta area and is satisfied with their performance.

Services include: standard after-hours cleaning and sanitizing of examination rooms, cleaning of public restrooms, vacuuming or damp mopping public floors, emptying public trash receptacles, and dusting. In addition to the standard after-hours cleaning, this Agreement also provides for day-porter services that are necessary for safe and healthy examination rooms and other public access and care areas. The Agreement also provides standard after-hours maintenance of private areas which include: carpet cleaning and vacuuming, damp mopping of hard floors, and dusting. Outside public areas shall be regularly swept and kept free from debris. All services follow a detailed Task Schedule.

Background:

General Services Department conducted a bid for janitorial services in 2009 for County buildings in the Goleta area and awarded the bid to ServiceMaster of Goleta, approved by your Board May 19, 2009. The competitive bid process that General Services conducted for janitorial services guided the PHD's decision to contract with ServiceMaster of Goleta for its Calle Real facilities, including, but not limited to the health clinic. Cleanliness standards are more stringent for medical service delivery facilities such as clinics; therefore PHD requires a different janitorial contract and task schedule than General Services.

Fiscal and Facilities Impacts:

Budgeted: Yes

The funding for these costs is provided through a combination of State and Federal grants, Medi-Cal, Medicare, and other patient service funding and is contained as part of the Public Health Department's FY 2009-10 adopted budget and can be found on page D-198 of the County's FY 2009-10 Operating Plan document. Funding for the subsequent fiscal year has been incorporated into the department's FY 2010-11 recommended budget.

This action does not have any facilities impacts.

Staffing Impacts: None

Special Instructions:

Please return one (2) fully executed Independent Contractor Agreements and one (1) Minute Order to PHD Contracts Unit, 300 North San Antonio Road, Building 8, Santa Barbara, CA 93110. ATTN: Rose Davis.

Attachments:

Professional Services Agreement between County of Santa Barbara and ServiceMaster of Goleta

Authored by:

Rose Davis, Contracts Manager, Public Health Department, 681-5107