

SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

Agenda Number:
Prepared on: 10/04/2004
Department Name: General Services
Department No.: 063
Agenda Date: November 2, 2004
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Ron Cortez, Director
General Services Department

STAFF CONTACT: Paddy Langlands (568-3096)
Facilities Manager

SUBJECT: Amendment #3 to the Agreement with ServiceMaster of Santa Maria for Janitorial Services at County Facilities (BC98-344)
Fourth and Fifth Supervisorial Districts

Recommendation(s):

That the Board of Supervisors approve and execute Amendment No. 3 to the agreement (BC98-344) with ServiceMaster (Santa Maria), a local vendor, for janitorial services at County facilities by extending the contract from January 11, 2005 through June 30, 2006, for an increased amount of \$571,788 and a total revised contract amount not to exceed \$3,275,824.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with actions required by law or by routine business necessity.

Executive Summary and Discussion:

On January 6, 1998, the Board approved the Santa Maria Janitorial Service Contract for a 3-year period with 2 optional extensions of two years each, ending on January 11, 2005. During this seven-year period, the vendor has absorbed all workers compensation and minimum wage increases. The County has an option of extending this contract for an additional 18 months at a fixed increase of 8%. The County considers this a favorable option since labor costs over the seven-year period in the area of minimum wages have increased 31% and workers compensation has increased 46%.

This amendment will extend the contract from January 11, 2005 through June 30, 2006. Following the completion of this extension, it is the General Services Department/Facilities Services Division's intention to put this service out for competitive bid.

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Mandates and Service Levels:

No changes in programs or service levels.

Fiscal and Facilities Impacts:

Funding for this amendment is included in FY 04/05 in Dept: 0623, Program: 1220, and is shown on page D-384 of the budget.

Special Instructions:

Upon Board approval and execution, the Clerk should forward the fully executed duplicate original Amendment and Minute Order to: Paddy Langlands, GS/Facilities Services Division, Courthouse, 2nd floor annex.

AMENDMENT NO. 3
AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR
BC 98-344

This Amendment No. 3 to Agreement is entered into between:

and

SERVICEMASTER COMMERCIAL
BUILDING MAINTENANCE OF SANTA
MARIA, hereinafter "CONTRACTOR,"

COUNTY OF SANTA BARBARA,
hereinafter "COUNTY."

WITNESSETH

WHEREAS, the parties hereto under the date of January 12, 1998, entered into an Agreement for Performance of Janitorial Services, by CONTRACTOR in connection with the Department of General Services Facilities Program; and

WHEREAS, the parties hereto desire to amend the Agreement.

NOW THEREFORE, the parties hereto agree as follows:

I. Article 3 is hereby amended to read as follows:

“ARTICLE 3. SCOPE OF SERVICE:

CONTRACTOR agrees to provide services to COUNTY in accordance with EXHIBIT A attached hereto and incorporated herein by this reference. Additionally, CONTRACTOR shall perform those services as set forth in EXHIBIT A-1, attached hereto and incorporated herein by this reference.”

II. Article 4 is hereby amended to read as follows:

“ARTICLE 4. TERM:

CONTRACTOR shall commence performance on execution of this Agreement and end performance on June 30, 2006, unless otherwise directed by COUNTY or unless earlier terminated.”

III. Article 5 is hereby amended to read as follows:

“CONTRACTOR shall be paid for performance under this Agreement in accordance with the terms of EXHIBIT B-1, attached hereto and incorporated herein by this reference. Billing shall be made by invoice,

which invoice shall include the contract number assigned by COUNTY and is delivered to the address specified in Section 2, NOTICES above, following completion of the increments identified on EXHIBIT B-1, payment shall be net (30) days from presentation of invoice.”

IV. Article 30 is hereby added and reads as follows:

“ARTICLE 30. EXECUTION IN COUNTERPARTS:

This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original, and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.”

V. It is expressly understood that all other terms and conditions remain in full force and effect.

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IN WITNESS WHEREOF the parties have signed this Amendment to be effective as of the date signed by COUNTY.

"COUNTY"
COUNTY OF SANTA BARBARA

ATTEST:
MICHAEL F. BROWN
CLERK OF THE BOARD

By: _____
Joseph Centeno
Chair, Board of Supervisors

By: _____
Deputy Clerk

Dated: _____

"CONTRACTOR"
SERVICEMASTER COMMERCIAL
BUILDING MAINTENANCE OF
SANTA MARIA

By: _____
Skylstad Schoelen, Owner
Tax ID Number 770528514

APPROVED AS TO FORM:
ROBERT W. GEIS, CPA
AUDITOR-CONTROLLER

APPROVED AS TO FORM:
STEPHEN SHANE STARK
COUNTY COUNSEL

By: _____
Deputy

By: _____
Deputy

Dept. 063 Account 7080 Fund 0001 Program 1220

Contract Summary Form:

Contract Number: BC 98-344

Complete the information below, print this form, obtain the signature of the authorized departmental representative and submit this form to the Clerk of the Board with the contract package. See also: Contracts for Services Policy.

- D1. Fiscal Year: FY04-05
D2. Budget Unit Number: 063
D3. Requisition Number:
D4. Department Name: General Services
D5. Contact Person: Paddy Langlands
D6. Phone: 568-3096

- K1. Contract Type (check one): [x] Personal Service [] Commodity [] Capital Project/Construction
K2. Brief Summary of Contract Description/Purpose: SM Janitorial Service Contract Amend #3
K3. Original Contract Amount: \$871,626
K4. Contract Begin Date: 01/12/98
K5. Original Contract End Date: 01/11/01
K6. This Amendment Number: 3
K7. - Total Previous Amendments: \$1,832,410
K8. - This Amendment Amount: \$571,788
K9. - Revised Total Contract Amount: \$3,275,824
K10. - Revised End Date: 06/30/2006
K11. Department Project Number: N/A

- B1. Is this a Board Contract (Yes/No): YES
B2. Number of Workers Displaced (if any): N/A
B3. Number of Competitive Bids (if any): N/A
B4. Lowest Bid Amount (if bid): N/A
B5. If Board waived bids, show Agenda Date: N/A
B6. ... and Agenda Item Number: N/A
B7. Boilerplate Contract Text Unchanged? (Yes/No): YES

- F1. Encumbrance Transaction Code:
F2. Current Year Encumbrance Amount: N/A
F3. Fund Number: 0001
F4. Department Number: 063
F5. Division Number (if applicable): 1210
F6. Account Number: 7080
F7. Cost Center number (if applicable): N/A
F8. Payment Terms: Net 30

- V1. Auditor Vendor Number: 740650
V2. Payee/Contractor Name: ServiceMaster Commercial Building Maintenance of Santa Maria
V3. Mailing Address: 708 W Betteravia, Unit C
V4. City: Santa Maria
V5. State (two letter): CA
V6. Zip (include +4 if known): 93455
V7. Telephone Number: 805-349-0503
V8. Vendor's Federal Tax ID Number (EIN or SSN): 770528514
V9. Contact Person: Jeff Hobson
V10. Workers Comp Insurance Expiration Date: 07/01/05
V11. General Liability Insurance Expiration Date: 03/01/05
V12. Professional License Number: n/a
V13. Verified by: Paddy Langlands
V14. Company Type (Check one): [] Individual [] Sole Proprietorship [] Partnership [x] Corporation

This information has been reviewed and is complete and accurate as presented. Concurrences as required are represented by signature on the contract signature page.