



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: General Services
Department No.: 063
For Agenda Of: June 2, 2020
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Janette D. Pell, Director, (805) 560-1011
Director(s)
Contact Info: Lynne Dible, Assistant Director, (805) 568-2678

SUBJECT: Amendment for COVID-19 Related Countywide Janitorial Services to Big Green Cleaning Company BC 17228 and BC 17229; All Districts

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management
As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Find, in accordance with Government Code § 31000, that the County does not have employee resources to complete the custodial work to be performed by Big Green Cleaning Company and that the County's economic interests are served by the attached contracts;
- b) Approve and authorize the Chair to execute the attached Fourth Amendment to BC17-228 with Big Green Cleaning Company (a local vendor) increasing the total contract amount by \$300,000.00 for a total contract amount not to exceed \$ 5,753,372.00;
- c) Approve and authorize the Chair to execute the attached Third Amendment to BC17-229 with Big Green Cleaning Company (a local vendor) increasing the total contract amount by \$200,000.00 for a total contract amount not to exceed \$575,000.00;
- d) Authorize the Director of General Services to approve additional Amendments to BC17-228 with Big Green Cleaning Company in the amount not-to-exceed \$287,670.00 (5% of Contract);
- e) Authorize the Director of General Services to approve additional Amendments to BC17-229 with Big Green Cleaning Company in the amount not-to-exceed \$28,750.00 (5% of Contract);

- f) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA guidelines because they consist of organization or administrative activities of governments that will not result in direct or indirect changes in environment.

Summary Text:

The Board of Supervisors approved the original competitively bid monthly countywide janitorial services contract BC17-228, and the on-call demand and supplies contract BC17-229 with Big Green Cleaning Company on December 13, 2016. Additional amendments to increase the amounts and extend both contracts for an additional twenty-four (24) months have previously been approved. Due to the outbreak of COVID-19 and the addition of services and locations added in response to the immediate need under the emergency circumstances, the costs will now exceed the current approved not-to-exceed contract amounts of \$5,453,372.00 for BC17-228 and \$375,000.00 for BC17-229.

Background:

In March 2020, the impact of the COVID-19 pandemic affected the nation with little warning. In order to curb the on-going spread of this infection, General Services responded immediately to implement an in-depth sanitizing and cleaning procedure in common areas of most county buildings. This included the cleaning of door handles, light switches, chair arms and backs, counter tops, hand rails and drinking fountains with an ammonium chloride hospital grade quaternary disinfectant. Some departments also implemented the same or more in-depth cleaning in private areas and additional facilities. These added services have increased the costs for janitorial services and supplies projected to continue at a minimum, through June 30, 2020.

During this unprecedented time, Big Green Cleaning Company, the County's existing contractor, was able to begin performing all of the additional requested duties at county locations, shelters, hotels, the Emergency Operations Center, and testing sites, within a day in most cases. By using the existing contract with Big Green Cleaning Company, the County was able to address the urgent need for these types of services very quickly.

At this time, the County is preparing to solicit bids that will include any COVID-19 additional scope of services going forward, now that the immediate action to increase services to protect employees and the public is in place.

We are also recommending the Director of General Services be authorized to modify the contracts within 5% of the total contact amounts for any future amendments needed due to a change to this scope; for BC19-228 in an amount not to exceed \$287,670.00 and for BC17-229 in an amount not to exceed \$28,750.00.

Performance Measure:

General Services will continue to closely monitor the vendor's performance to ensure adherence to Section 7 Standard of Performance in the Agreement for Services of Independent Contractor.

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:**

Contract	Amendment Cost Breakdown Estimate	Estimate - FY 2019 - 2020 (March - June 2020)
BC17-228	IVCC	\$700
	District Attorney	\$5,000
	EOC	\$26,000
	General Srvc- Countywide + contingency	\$54,300
	Public Works/Roads/Transfer Station	\$15,000
	Sheriff	\$43,000
	Social Services	\$36,000
	COVID Shelters/Alternate Care & Testing Sites	\$120,000
	Janitorial Services	\$300,000
BC17-229	On-call Demand/Supplies	\$200,000
	Total	\$500,000

Narrative:

Eligible COVID-19 related costs are reimbursable through State Emergency COVID-19 funding provided for emergency homeless shelter support, emergency housing and isolation placements, Federal FEMA funding, and other State funding sources. Other added contract amounts are budgeted in General Services and departmental budgets.

Key Contract Risks:

These costs are projected and many of these estimates depend on the outcome of COVID-19.

Staffing Impacts:

None.

Special Instructions:

Please send one (1) fully executed duplicate original of the Agreement and a Minute Order to Traci Lothery, General Services Facilities.

Attachments:

1. Agreement with Big Green Cleaning Company, BC17-228
2. Agreement with Big Green Cleaning Company, BC17-229
3. Amendment 4 to BC17-228 for Janitorial Services with Big Green Cleaning Company with Exhibit A (one original and one duplicate original)
4. Amendment 3 to BC17-229 for Janitorial Supplies and Extra Services with Big Green Cleaning Company with Exhibit A (one original and one duplicate original)
5. Additional Janitorial Costs
6. Amendment 1, BC17-228
7. Amendment 2, BC17-228
8. Amendment 3, BC17-228
9. Amendment 1, BC17-229
10. Amendment 2, BC17-229

Authored by:

Lynne Dible, General Services