



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: Behavioral Wellness
Department No.: 043
For Agenda Of: June 27, 2023
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Antonette Navarro, LMFT, Director
Director(s) Department of Behavioral Wellness, (805) 681-5220
Contact Info: Ernest Thomas, Facilities Manager
Department of Behavioral Wellness, (805) 681-5220
SUBJECT: Thomas Ramirez d.b.a. Southern Coast Janitorial FY 23-25 Contract Renewal

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. Approve and authorize the Chair to execute a multiyear Agreement for Services of Independent Contractor with **Thomas Ramirez d.b.a. Southern Coast Janitorial** (a local vendor) for the provision of janitorial services at Behavioral Wellness facilities for a total maximum contract amount not to exceed \$290,000, inclusive of \$145,000 for FY 23-24 and \$145,000 for FY 24-25, for the period of July 1, 2023 through June 30, 2025;
- B. Delegate to the Director of the Department of Behavioral Wellness or designee the authority to suspend, delay, or interrupt the services under the Agreement for convenience and make immaterial changes to the Agreement per Sections 20 and 26 of the Agreement, respectively, all without altering the maximum contract amount and without requiring the Board's approval of an amendment of the Agreement, subject to the Board's ability to rescind this delegated authority at any time; and
- C. Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project, which may result in a potentially significant physical impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

The Department of Behavioral Wellness (BWell) contracts with local companies for the provision of janitorial services at various facilities throughout Santa Barbara County. During fiscal year (FY) 23-25, Southern Coast Janitorial will continue janitorial services at the Crisis Stabilization Unit (CSU) and the Psychiatric Health Facility (PHF) seven days a week. For over a decade, Southern Coast Janitorial has provided excellent service for BWell facilities. Approval of the recommended actions will allow BWell to continue janitorial services in the CSU and PHF.

Background:

Southern Coast Janitorial (Contractor) currently provides janitorial services for BWell at the Crisis Stabilization Unit (CSU) and the Psychiatric Hospital Facility (PHF) in compliance with stringent State and federal regulations. The services provided at both the CSU and the PHF are vital and the Contractor is required to be available to provide these services upon emergency on a 24/7 basis. The Contractor has previously provided general janitorial services for Mental Health Clinics (MHC) located in Santa Maria and the Quality Care Management (QCM) site in Goleta. During the COVID-19 pandemic, the Contractor's services became even more essential in ensuring these facilities were properly sanitized and disinfected to meet health and safety guidelines. Contractor successfully met all requirements and guidelines. The County has established janitorial services with another provider that is now responsible for the MHC and BWell has closed the QCM.

Performance Measure:

The Agreement contains performance measures to monitor program implementation.

Contract Renewals and Performance Outcomes:

For FY 22-23, Southern Coast Janitorial provided consistent, twenty-four-hour services to the PHF in accordance with State and federal licensing requirements. The contractor provided additional janitorial services and emergency clean-up services at the PHF upon request. Due to the closure of the CSU, services were modified to three days a week for FY 22-23. With the reopening planned in FY23-24, Southern Coast Janitorial will resume consistent twenty-four-hour service to the CSU in accordance with State and federal licensing requirements.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	FY 23-24	FY 24-25	Total FY 23-25 Project Cost
General Fund			
State			
Federal	\$ 145,000.00	\$ 145,000.00	\$ 290,000.00
Fees			
Other:			
Total	\$ 145,000.00	\$ 145,000.00	\$ 290,000.00

Narrative: The above referenced contract is funded by federal funds. Funding is included in the FY 23-24 Adopted Budget, and will be included in the FY 24-25 Proposed Budget which remains subject to Board approval.

Key Contract Risks:

As with any contract funded by state and federal sources, there is a risk of future audit disallowances and repayments. Behavioral Wellness contracts include language requiring contractors to repay any amounts disallowed in audit findings, minimizing financial risks to the County.

Special Instructions:

Please return one (1) Minute Order and one (1) copy of the executed contract to Marilyn Simon-Gersuk: msimongersuk@sbcbswell.org and one (1) of each document to the BWell Contracts Division: bwellcontractsstaff@sbcbswell.org.

Attachments:

Attachment A: Southern Coast Janitorial FY 23-25 Contract

Authored by:

M. Simon-Gersuk