

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: 05/17/2006
Department Name: General Services
Department No.: 063
Agenda Date: 06/06/2006
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Bob Nisbet, Director (560-1011)
General Services Department

STAFF CONTACT: Paddy Langlands, Assistant Director (568-3096)
General Services, Facilities

SUBJECT: Janitorial Services Contract for North County Santa Barbara Facilities
Third and Fourth Supervisorial District

Recommendation(s):

That the Board of Supervisors approve and authorize the Chair to execute a janitorial service contract with Service Master of Santa Maria in the amount of one million four-hundred thirty thousand, one hundred twenty nine dollars (\$1,430,129.00). This will provide janitorial services to the North County facilities for a period of three (3) years to begin July 1, 2006 and ending June 30, 2009 with two (2) additional two (2) year extension options, subject to yearly appropriation of funds.

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:

The General Services Department conducted a competitive bid process for janitorial services in the County's facilities located throughout Santa Maria, Lompoc, Buellton and Solvang. Two bids were received; however, both were found to be non-responsive and therefore were rejected. General Services contacted Service Master of Santa Maria for renegotiation of the current contract based on a revised Task Schedule with price terms and conditions acceptable to the County.

Services in the new contract will include restroom cleaning and sanitizing, weekly vacuuming of private areas, vacuuming or damp mopping of public floors, emptying of public trash receptacles, dusting, carpet cleaning and vacuuming or damp mopping in private areas of offices as per the Task Schedule.

Certain departments requiring expanded services due to the nature of their operations at particular locations may purchase additional services through the contract vendor via sub-agreements at their own expense.

Subject: Janitorial contract extensions
Agenda Date: June 6, 2006

CONTRACT VALUE

The contract value will be at one million four-hundred thirty thousand, one hundred twenty nine dollars (\$1,430,129.00) as follows;

Fiscal Year 2006/2007 \$462,384.00;

Fiscal Year 2007/2008; \$476,487.00;

Fiscal Year 2008/2009 \$491,258.00.

Mandates and Service Levels:

As stated above.

Special Instructions:

Forward the fully executed duplicate original contract and Minute Order to: Traci Lothery, General Services, Facilities Services Division.

Board letter prepared by Traci Lothery, Departmental Assistant, Senior General Services, Facilities Services Division

Subject: Janitorial contract extensions
Agenda Date: June 6, 2006

Contract Summary Form: **Contract Number:**

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.....: FY 06/07 through FY 08/09
D2. Budget Unit Number: 063
D3. Requisition Number.....: N/A
D4. Department Name.....: General Services
D5. Contact Person.....: Traci Lothery
D6. Phone.....: 805.568.2639

K1. Contract Type (check one): Personal Service Commodity Capital Project/Construction
K2. Brief Summary of Contract Description/Purpose: Janitorial Service to North County facilities
K3. Original Contract Amount.....: \$ 1,430,129.00
K4. Contract Begin Date: 07/01/2006
K5. Original Contract End Date: 06/30/2009
K6. This Amendment Number: 00
K7. - Total Previous Amendments: N/A
K8. - This Amendment Amount: N/A
K9. - Revised Total Contract Amount.....: N/A
K10. - Revised End Date: N/A
K11. Department Project Number: N/A

B1. Is this a Board Contract (Yes/No).....: Yes
B2. Number of Workers Displaced (if any).....: None
B3. Number of Competitive Bids (if any).....: 2
B4. Lowest Bid Amount (if bid).....: \$992,376.00
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: N/A
F2. Current Year Encumbrance Amount: \$462,384.00
F3. Fund Number.....: 0001
F4. Department Number.....: 063
F5. Division Number (if applicable).....: 1220
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: Service Master Clean, Santa Maria
V3. Mailing Address: 708 West Betteravia, Unit C
V4. City: Santa Maria
V5. State (two letter): California
V6. Zip (include +4 if known): 93455
V7. Telephone Number.....: 805.349.0503
V8. Vendor's Federal Tax ID Number (EIN or SSN): . 95-3649425
V9. Contact Person.....: Jeff Hopson
V10. Workers Comp Insurance Expiration Date.....: January 1, 2007
V11. General Liability Insurance Expiration Date: August 1, 2006
V12. Professional License Number.....: N/A
V13. Verified by.....: Traci Lothery
V14. Company Type: Individual Sole Proprietorship Partnership 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.

Date: _____ Authorized Signature: _____