



**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:** December 10,  
2024  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

**TO:** Board of Supervisors

**FROM:** Department Director(s): Kirk Lagerquist, Director, 805-560-1011  
Contact Info: Lynne Dible, Assistant Director, 805-568-2678  
Scott Hosking, Facilities Manager, 805-896-2902

DocuSigned by:  
*Kirk Lagerquist*  
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**SUBJECT: Renew Contracts with Rich & Famous Inc. d/b/a Big Green Cleaning Company for Countywide Janitorial and Custodial Services and Supplies; All Supervisorial Districts**

**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other 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 completed by Rich & Famous, Inc. doing business as Big Green Cleaning Company ("Big Green Cleaning Company") under the attached renewal contracts, and that the County's economic interests are served by the attached renewal contracts for such services;
- b) Approve and authorize the Chair to execute Agreement 1 for Services of Independent Contractor with Big Green Cleaning Company (a local vendor) in a base contract amount of \$6,463,196.00, to provide Countywide janitorial services for the twenty-four (24) month period beginning on January 1, 2025, and ending on December 31, 2026;
- c) Authorize the Director of General Services, or his Assistant Director or Chief Procurement Officer designee, to approve amendments to Agreement 1 with Big Green Cleaning Company, to add Sites and Services to the Scope of Services and to increase the amount payable under

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Agreement 1 accordingly in an aggregate amount not to exceed \$646,319.50 (i.e., 10% of the base contract amount), for a total not-to-exceed contract amount of \$7,109,515.60.

d) Approve and authorize the Chair to execute Agreement 2 for Services of Independent Contractor with Big Green Cleaning Company in the base contract amount of \$708,885.85, to provide Countywide on-demand custodial services and supplies for the twenty-four (24) month period beginning on January 1, 2025, and ending on December 31, 2026;

e) Authorize the Director of General Services, or his Assistant Director or Chief Procurement Officer designee, to approve amendments to Agreement 2 with Big Green Cleaning Company to add Sites and Services to the Scope of Services and to increase the amount payable under Agreement 2 accordingly in an aggregate amount not to exceed \$70,888.59 (i.e., 10% of the base contract amount), for a total not-to-exceed contract amount of \$779,774.44.

f) Find that the recommended contract approvals do not constitute a "Project" within the meaning of the California Environmental Quality Act pursuant to 14 CCR 15378 (b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment).

### **Summary:**

This item is on the agenda to renew two contracts with Big Green Cleaning Company: Agreement 1 for regular Countywide janitorial services, and Agreement 2 for all necessary supplies for regular janitorial services as well as additional, on-demand Countywide janitorial services not covered by Agreement 1 (collectively, the "Agreements"). In October 2022, General Services, Procurement Services Division ("Purchasing") invited bids and received proposals for such services and supplies from three (3) companies. Based on the evaluations, Big Green Cleaning Company met the County's qualifications and experience requirements, while also providing the best value to the County. In accordance with Purchasing's recommendations based on such findings, the County Board of Supervisors entered into the two contracts with Big Green Cleaning Company for the aforementioned services for an initial two-year period, which included provisions for renewal for an additional two-year period.

Big Green Cleaning Company continues to commit to sustainability by using recycled paper products and eco-certified cleaning products in all operations when available. These environmentally friendly products meet strict standards to reduce harmful chemicals, promoting a healthier workplace and planet. By choosing these certified options, the vendor ensures both effective cleaning and a positive impact on the environment. Products used and certifications are outlined in Agreement 2, Exhibit A-1.

### **Background:**

Agreement 1 with Big Green Cleaning Company will provide for the continuation of janitorial services specified in Exhibit A, for the North and South County facilities listed therein.

Agreement 2 with Big Green Cleaning Company will include the purchase of supplies for Big Green Cleaning Company to, for example, re-stock bathroom paper products, sanitizing cleaners, trash bags and similar supplies. Agreement 2 also provides for additional, on-demand janitorial services that are not covered in Agreement 1. Under Agreement 2, services such as emergency cleaning, additional floor care, chair cleaning, and furniture moving will be available to and paid for directly by County departments as needed.

General Services requests authorization for the General Services Director to approve amendments to the Agreements in respective aggregate amounts of no more than ten percent (10%) of the base contract amount of each Agreement. This authorization will allow, for example, additional buildings and related supplies to be covered under the Agreements, if needed, without returning to the Board for approval of an amendment.

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Combining the janitorial services and supplies needs of various County departments under the Agreements provides consistent terms and conditions under the two Agreements instead of executing and administering numerous purchase orders and Board contracts. The Agreements also provide visibility into the procurement of services that will cost, in the aggregate, more than \$200,000 in a fiscal year, and reduces the redundancy of efforts in taking several separate items to the Board, or processing multiple purchase orders for similar services.

**Contract Risk, Renewals and Performance Outcomes:** (For contract board letters only, otherwise delete section)

General Services will closely monitor the vendor’s performance to ensure adherence to Section 7, Standard of Performance, in each of the Agreements. General Services, together with Behavioral Wellness, will be monitoring the vendor’s responsiveness to requests and ability to keep County facilities at the level of cleanliness expected by the County as required under the Agreements.

**Fiscal Analysis:**

Budgeted: Yes

**Funding Source Table** (Delete this section if not applicable)

Funding Source	1/25 - 12/25		1/26 - 12/26		2 year total
	Agreement 1	Agreement 2	Agreement 1	Agreement 2	Agreement 1 & 2
Including Funds through the Cost Allocation Plan (CAP)					
<b>General Fund</b>	<b>\$ 1,501,120.00</b>	<b>\$ 151,904.70</b>	<b>\$ 1,578,088.00</b>	<b>\$ 167,095.50</b>	<b>\$ 3,398,208.20</b>
Public Health	\$ 537,240.00		\$ 566,784.00		
First Five	\$ 3,132.00		\$ 3,300.00		
Probation (9% State Funded)	\$ 207,936.00		\$ 219,360.00		
<b>State Funding</b>	<b>\$ 748,308.00</b>	<b>\$ 67,513.00</b>	<b>\$ 789,444.00</b>	<b>\$ 74,264.25</b>	<b>\$ 1,679,529.25</b>
Social Services	\$ 376,800.00		\$ 397,536.00		
Be Well	\$ 521,604.00		\$ 550,296.00		
<b>Federal Funding</b>	<b>\$ 898,404.00</b>	<b>\$ 118,147.00</b>	<b>\$ 947,832.00</b>	<b>\$ 129,962.40</b>	<b>\$ 2,094,345.40</b>
<b>Total</b>	<b>\$ 3,147,832.00</b>	<b>\$ 337,564.70</b>	<b>\$ 3,315,364.00</b>	<b>\$ 371,322.15</b>	<b>\$ 7,172,082.85</b>

**Narrative:**

Agreement 1 and Agreement 2 with Big Green Cleaning Company are countywide Agreements for the two-year period beginning in January 2025 and ending in December 2026. The Agreements provide services for multiple County departments and facilities, with various funding sources budgeted to cover the costs. Funding for these services is included in the FY 2024-25 Approved Budget, and is recurring operational cost to be included in the FY 2025-26 Budget and FY 2026-27 Budget on the approved rates and scope of services.

**Special Instructions to Clerk of the Board:**

Please send one (1) fully executed duplicate original of each of the Agreements and a Minute Order to Karen Leichtweis, General Services at kleichtweis@countyofsb.org and one (1) copy to Phung Loman, General Services at ploman@countyofsb.org

**Attachments:**

Attachment A – Agreement 1 – for Services of Independent Contractor with Big Green Cleaning Company for Janitorial Services

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Attachment B – Agreement 2 – for Services of Independent Contractor with Big Green Cleaning Company for On-Demand Services and Cleaning Supplies

**Authored by:**

Karen Leichtweis, Phung Loman and Lynne Dible, General Services