



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: 4/14/2009
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Bob Nisbet, Director General Services
Director(s) 560-1011
Contact Info: Paddy Langlands, Assistant Director
568-3096

**SUBJECT: Janitorial Services Contract for North County Facilities
Third, Fourth and Fifth Supervisory Districts**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors approve and authorize the Chair to execute the first two (2) year extension contract for janitorial services with Service Master of Santa Maria, a local vendor.

Summary Text: The County has contracted with Service Master of Santa Maria since 1998 to provide janitorial services in the Santa Maria, Lompoc and Solvang areas and the company has proven during this time they are able to fulfill the tasks required.

Background:

In 2006, this contract was put out for competitive bid and again awarded to Service Master of Santa Maria to provide janitorial services to North County facilities for a period of three (3) years. During this three year period, Service Master has adequately fulfilled the requirements of the Agreement. Therefore, General Services is recommending that a two (2) year extension be approved as set forth in the Agreement. This extension will provide janitorial services to the 48 County Facilities (attached) for a period of two (2) years to begin July 1, 2009 and end June 30, 2011.

Due to recent agreements with the Superior Court of Santa Barbara County, General Services no longer provides janitorial services to Superior Court occupied areas at the following locations: the Santa Maria

Courthouse located at 312 East Cook Street, the Superior Court area located at 4263 California Blvd, the Lompoc Courthouse located at 115 Civic Center Plaza and the Solvang Courthouse located at 1745 Mission Drive.

Performance Measure:

Fiscal and Facilities Impacts:

Budgeted: Yes County Facilities: \$29,804/mo \$357,648/fy \$715,296/2 yr total
 Courthouse Shared Areas: \$5,277/mo \$63,324/fy \$126,648/2 yr total

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 419,508.00	\$ 420,972.00	841.944.00
State			
Federal			
Fees			
Other:			
Total	\$ 419,508.00	\$ 420,972.00	841.944.00

Narrative:

Staffing Impacts: N/A

Legal Positions:

FTEs:

Special Instructions:

Please send a fully executed certified copy of the original contract and a copy of the Minute Order to Traci Lothery, General Services, Facilities Services Division.

Attachments:

1. Contract Summary
2. Original Agreement for Services with Exhibits Attached

Authored by:

Traci Lothery, Departmental Assistant Senior, General Services Facilities