



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: Public Health
Department No.: 041
For Agenda Of: August 02, 2011
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Takashi Wada, MD, MPH, Director and Health Officer
Director(s) Public Health Department
Contact Info: Anne Fearon, Deputy Director, 681-5171

SUBJECT: Professional Services Agreement (ServiceMaster of Goleta)

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a Professional Services Agreement with ServiceMaster of Goleta, a local vendor, in the amount of \$343,716.50 for janitorial services in Fiscal Years 2011-12 and 2012-13 with a one-time services payment for Fiscal Year 2010-11.
- b) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guideline Section 15061(b)(3), since it can be seen with certainty that there is no possibility that the activities may have a significant effect on the environment.

Summary Text:

The Public Health Department has contracted with ServiceMaster of Goleta since September, 2009 to provide janitorial services for its Calle Real campus. The service provided by the company has been above satisfactory. The Agreement before the Board is for an additional two year service contract for Fiscal Years 2011-12 and 2012-13 with a one-time payment of \$12,756.66 for Fiscal Year 2010-11 to pay for special services (floor care and stairwell reconditioning) that exceeded the small contingency that was built in to the Agreement dated May 4, 2010.

Background:

The Public Health Department (PHD) has used this Contractor since 2009, via a Purchasing Contract and then, most recently, a Board Contract. The Contractor has proven they are able to maintain the high

cleaning standards required for medical facilities at PHD's Santa Barbara Health Care Center and other patient-oriented programs such as the Women, Infants & Children (WIC) offices. General Services also has a contract with ServiceMaster of Goleta for additional facilities in the Goleta area. General Services is satisfied with ServiceMaster's performance and has recently renewed their contract for an additional two years.

Detailed task schedules have been established for all buildings, customized to their specific use. Stringent schedules have been established for areas where patients and clients are served, including day-porter services that are necessary for safe and sanitary examination rooms as well as high-use public restrooms. Less stringent schedules have been established for office areas, patterned after General Services' task schedules. Additional special services and emergency call-out services are available as needed; the Contractor has proven to be very responsive.

Fiscal and Facilities Impacts:

Budgeted: Yes

The funding for these costs is provided through a combination of State and Federal grants, Medi-Cal, Medicare, and other patient service funding and is contained as part of the Public Health Department's FY 2011-12 adopted budget and can be found on page D-198 of the County's FY 2011-12 Operating Plan document.

This action does not have any facilities impacts.

Staffing Impacts: None

Special Instructions:

Please return one (1) fully executed Agreement and one (1) Minute Order to PHD Contracts Unit, 300 North San Antonio Road, Building 8, Santa Barbara, CA 93110. ATTN: Rose Davis.

Attachments:

Professional Services Agreement between County of Santa Barbara and ServiceMaster of Goleta

Authored by:

Anne Fearon, Deputy Director, Public Health Department, 681-5171