



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

Submitted on:
(COB Stamp)

Department Name: Behavioral Wellness
Department No.: 043
Agenda Date: July 1, 2025
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Antonette Navarro, LMFT, Director
Department of Behavioral Wellness
Contact: Ernest Thomas, Facilities Manager
Department of Behavioral Wellness
SUBJECT: Services Agreement with Thomas Ramirez d.b.a. Southern Coast Janitorial for Janitorial Services for Fiscal Year 2025-27

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 an 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 **\$217,500**, for the period of July 1, 2025, through December 31, 2026;
- b) Delegate to the Director of the Department of Behavioral Wellness or designee the authority to (i) suspend, delay, or interrupt the services under the Agreement for convenience as provided in Section 20 of the Agreement; and (ii) make immaterial changes to the Agreement as provided in Section 26 of the Agreement; all without altering the maximum contract amount and without requiring the Board of Supervisors' approval of an amendment of the Agreement, subject to the Board of Supervisors' ability to rescind this delegated authority at any time; and
- c) Determine that the above-recommended actions are not a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(4), finding that the actions are governmental funding

mechanisms and/or fiscal activities that will not result in direct or indirect physical changes in the environment.

Summary Text:

The Department of Behavioral Wellness (BWell) administers contracts with local companies to provide janitorial services at various BWell facilities throughout Santa Barbara County. This agreement is for Southern Coast Janitorial to provide janitorial services at two BWell sites: the Psychiatric Health Facility (PHF) and the Crisis Stabilization Unit (CSU).

Discussion:

The janitorial services provided at the PHF and CSU are vital to maintaining compliance with stringent state and federal regulations. In addition to the scheduled services, the contractor is required to be available to provide these services in any emergency, 24 hours a day, seven days a week. Southern Coast Janitorial has continually provided excellent services and meets BWell's strict requirements.

Background:

Southern Coast Janitorial has provided janitorial services for BWell at the CSU and PHF for over a decade. Previously, the Contractor also provided services at other facilities, including the mental health clinics located in Santa Maria and the Quality Care Management site in Goleta. The Contractor has continually met health and safety standards and provided excellent services.

When the County moved to Big Green for janitorial services, they were not able to provide day porters, employees responsible for providing daily on-site maintenance, to the PHF and CSU. This service is critical to ensure the cleanliness, safety, and functionality of BWell's facilities. Big Green has now added this service.

In FY 2026-27, BWell will collaborate with General Services to explore adding the special requirements for janitorial services for the PHF and CSU to join the county-wide bid.

Performance Measure:

The Contractor continually meets the expectations and program implementation requirements. Work performed must be of the highest quality and performance standards must be monitored by BWell and met by Contractor. BWell Facilities and PHF Team Leads perform regular inspections to ensure compliance with the janitorial work required by this contract. The Contractor's Supervisor shall be available, upon request, to accompany the Environmental Rounds Team during inspections.

Contract Renewals:

Southern Coast Janitorial has consistently provided 24-hour service for the PHF and CSU in accordance with State and federal licensing requirements.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Source	FY 2025-26	FY 2026-27	Total
General Fund			
State (MHSA/Realignment)	\$145,000	\$72,500	\$217,500
Federal			
Fees			
Total	\$145,000	\$72,500	\$217,500

Funding will come from the Mental Health Services Act and Realignment funding. Funding is included in the FY 2025-26 Adopted budget and will be included in the FY 2026-27 recommended budget.

Special Instructions:

Please return one Minute Order and one executed agreement to msimongersuk@sbcbswell.org and to bwelcontractsstaff@sbcbswell.org.

Attachments:

Attachment A – Southern Coast Janitorial FY 2025-27 Board Contract

Contact Information:

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