



**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

**Stamp**

**Department Name:** Public Health  
**Department No.:** 041  
**For Agenda Of:** August 23, 2016  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

---

**TO:** Board of Supervisors  
**FROM:** Department Takashi M. Wada, MD, MPH, 681-5105  
Director(s)  
Contact Info: Dan Reid, 681-5173  
**SUBJECT:** **First Amendment to ServiceMaster Janitorial Services Agreement for Public Health North County Buildings**

---

**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, authorize, and ratify the First Amendment to the service Agreement with ServiceMaster Commercial Building Maintenance (CBM) of Santa Maria (Attachment A) to increase funding by the amount of \$382,560, for an amended Agreement maximum not to exceed \$765,120. The First Amendment will extend the Agreement to provide janitorial services to the Public Health Department's Santa Maria Health Care Center and Lompoc Health Care Center through June 30, 2018, with an additional two year extension option.
- b) Find, in accordance with Government Code Section 31000, that the County does not have employee resources to complete the custodial work currently being completed by ServiceMaster Commercial Building Maintenance of Santa Maria and that the County's economic interests are served by the contract;
- c) Find that the proposed actions do not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(4) of the CEQA Guidelines, because they consist of the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

**Summary Text:**

This item is on the agenda for approval and execution of the First Amendment to the Agreement with ServiceMaster CBM of Santa Maria (Attachment A), to adopt one of the two, two-year Agreement extensions. Approving and authorizing this First Amendment, will accept one of the two options to extend the Agreement through June 30, 2018.

**Background:** In 2014, the Public Health Department conducted a competitive procurement through a Request for Proposal for janitorial services for its Santa Maria and Lompoc Health Care Centers. ServiceMaster CBM of Santa Maria was awarded the bid and this board Agreement, which included two, two-year extensions was authorized on July 1, 2014.

The janitorial services specifications are described in the ServiceMaster CBM of Santa Maria Agreement (Attachment B). More stringent cleaning requirements are needed in the health care centers due to their use as a medical facility and are detailed in the Agreement and Task Schedule.

The Public Health Department is also participating with other County Department and Agencies in a new competitive procurement process for its janitorial services at these locations and other north county PHD facility locations. This process is currently underway but is not projected to be awarded for several weeks. In the event that ServiceMaster CBM of Santa Maria is not awarded the bid for the PHD facilities included in the procurement process, PHD would work with ServiceMaster CBM of Santa Maria for an appropriate transition to the new vendor as well as to address Agreement impacts at that time.

**Performance Measure:**

There are multiple performance measures including frequency of cleaning, extent of cleaning, and more that are built into this Agreement for all applicable facilities. Overall services have been satisfactory.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>FY 2017-18 Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			
Federal	\$ 143,460.00	\$ 143,460.00	
Fees	\$ 47,820.00	\$ 47,820.00	
Other:			
Total	\$ 191,280.00	\$ 191,280.00	\$ -

This FY 2016-17 Amendment to the Agreement is for \$191,280 annually for a total amendment cost of \$382,560. This brings the total Agreement maximum to \$765,120. The funding for these costs is provided through a combination of State and Federal grants, Medi-Cal, Medicare, and other patient service program revenues and is contained as part of the Public Health Department's FY 2016-17 adopted budget. Funding for this Agreement is budgeted as an on-going expense and is budgeted in FY 17-18 Fund 0042, Dept. 041, line item 7080.

This action does not have any facilities impacts.

**Key Contract Risks:**

The Public Health Department has been doing business with ServiceMaster CBM of Santa Maria for several years and has been generally satisfied with their services. ServiceMaster CBM of Santa Maria has been in operation for more than 50 years and has been acquired by Clayton, Dublier and Rice (CD&R) LLC. CD&R is a multi-national, multi-billion annual revenue private equity firm that has shown steady growth and expansion over the last several years. The Agreement also contains a termination for convenience clause. Additionally, there are multiple janitorial service competitors in the area should ServiceMaster be unable to fulfill its obligations.

**Staffing Impacts:**

**Legal Positions:**  
0

**FTEs:**  
0

**Special Instructions:**

Please contact [PHDCU@sbcphd.org](mailto:PHDCU@sbcphd.org) upon signature of two (2) original Agreements and creation of the Minute Order for immediate pick-up of one (1) executed original Agreement and Minute Order.

**Attachments:**

1. ServiceMaster CBM of Santa Maria Agreement First Amendment
2. ServiceMaster CBM of Santa Maria Agreement

**Authored by:**

Dan Reid, Assistant Deputy Director