



# Board Agenda Item 49

DATE: May 26, 2020

TO: Board of Supervisors

SUBMITTED BY: David Pomaville, Director, Department of Public Health

SUBJECT: Amendment III to Agreement with Lincoln Training Center

RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute Third Amendment to Agreement No. 14-250 with Lincoln Training Center for janitorial services at the Department of Public Health's Brix-Mercer Building, extending the term by six months from July 1, 2020 through December 31, 2020 and increasing the maximum by \$51,116 to a total of \$616,940.**

Approval of the recommended action will ensure uninterrupted janitorial services at the Department's Brix-Mercer building by extending the agreement with Lincoln Training Center (Lincoln) through December 31, 2020, resulting in a six and one-half year term, with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

There is no viable alternative action, as the Department would not have janitorial services until a Request for Quotation (RFQ) could be issued and agreement presented to your Board for consideration.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The proposed amendment will extend the agreement with Lincoln by six months at the same rate of compensation, increasing the contract maximum from \$565,824 to \$616,940. The extension will be funded by Health Realignment. Sufficient appropriations and estimated revenues will be included in the Department's Org 5620 FY 2020-21 Recommended Budget.

DISCUSSION:

On March 9, 2020 the Department issued RFQ #20-050 with a walkthrough site inspection scheduled for March 16, 2020 and closing date of April 7, 2020. However, the site inspection had to be cancelled due to recommendations by Governor Newsom, in consultation with the California State Surgeon General and State Health Officer, to practice social distancing due to the COVID-19 pandemic.

Bidders are strongly encouraged to attend the site inspection as it provides them an opportunity to tour the entire work site and acquire full understanding of the scope of work required and see the layout of the facility. The Brix-Mercer building has six floors and is approximately 132,000 square feet in size. The average daily occupancy is approximately 325 employees and continuous public traffic. The building has a variety of floor coverings including unglazed ceramic tile, vinyl tile, terrazzo tile, and carpet. The RFQ was very detailed and included cleaning frequency by area, quality of cleaning, allowable solvents and equipment, and specific

cleaning instruction for clinic areas.

Lincoln has provided satisfactory janitorial services at the Department's Brix-Mercer building since May 7, 2014. Approval of the recommended action will allow the Department to extend the agreement by one additional six-month period for a total term of six and one-half years. Lincoln's rate of compensation will remain unchanged during the additional extension period. The Department anticipates reissuing an RFQ in the fall with a new janitorial contract to commence January 1, 2021.

The Internal Services Department-Purchasing Division concurs with the recommended action. Lincoln has provided satisfactory services throughout the term of its agreement. All other terms of the agreement remain unchanged.

REFERENCE MATERIAL:

BAI #50, June 18, 2019  
BAI #60, July 10, 2018  
BAI #35, May 6, 2014

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment III to Agreement 14-250 with Lincoln Training Center

CAO ANALYST:

Raul Guerra