



# Board Agenda Item 50

DATE: June 18, 2019  
TO: Board of Supervisors  
SUBMITTED BY: David Pomaville, Director, Department of Public Health  
SUBJECT: Amendment II to Agreement with Lincoln Training Center

RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute Amendment II 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 one year from July 1, 2019 through June 30, 2020 and increasing the maximum by \$97,232 to a total of \$565,824.**

Approval of the recommended action will extend the agreement by one year, resulting in a six-year term, with no increase in Net County Cost. Lincoln Training Center (Lincoln) provides janitorial services for the Department of Public Health. 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 could be issued and an agreement executed for a new vendor.

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 one year at the same rate of compensation, increasing the contract maximum by from \$468,592 to \$565,824. The extension will be funded by Health Realignment. Sufficient appropriations and estimated revenues will be included in the Department's Org 5620 FY 2019-20 Recommended Budget.

DISCUSSION:

Lincoln has provided janitorial services at the Department's Brix-Mercer Building since May 7, 2014. The agreement is set to expire on June 30, 2019.

Approval of the recommended action will allow the Department to extend the agreement by one additional twelve-month period for a total of six years. Lincoln's rate of compensation will remain unchanged during the additional extension period.

The Department was not able to issue a request for quotation and execute a contract with a new vendor before Lincoln's contract expired due to the recent flood at Brix-Mercer. Issuing a Request for Quotations to secure a new vendor posed logistical challenges during reconstruction because prospective vendors would not have been able to complete a proper walkthrough to assess service needs, and the Department was uncertain of an all-staff return date. Lincoln did not provide routine cleaning services while the majority of

staff were displaced, and the Department did not pay for services not rendered.

The Internal Services Department-Purchasing Division concurs with extending the current contract because of the extenuating factors surrounding the flood. Lincoln has provided satisfactory services throughout the agreement term. The agreement may be terminated by the County upon 30 days' advance written notice to Lincoln.

REFERENCE MATERIAL:

BAI #60, July 10, 2018

BAI #35, May 6, 2014

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment II to Agreement No. 14-250 with Lincoln

CAO ANALYST:

Sonia M. De La Rosa