



Board Agenda Item 62.1

DATE: November 16, 2021

TO: Board of Supervisors

SUBMITTED BY: Delfino E. Neira, Director, Department of Social Services

SUBJECT: Janitorial Services for Selma and Coalinga Regional Centers

RECOMMENDED ACTION(S):

- 1. Authorize the Director of the Department of Social Services to provide 30 days written notice to Interstate Corporation to terminate Agreement No. 20-519, to avoid concurrent agreements for janitorial services at the Selma and Coalinga Regional Centers, pursuant to the Without Cause provision of the Agreement; and,**
- 2. Approve and authorize the Chairman to execute an agreement with PBC SolutionOne, Inc., dba CCS, for janitorial services at the Selma and Coalinga Regional Centers, effective December 18, 2021, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$596,940.**

There is no additional Net County Cost associated with the recommended actions. Approval of the recommended actions will ensure janitorial services that include floor care and window cleaning are provided at the Department of Social Services' Selma and Coalinga office locations. Pursuant to Section 3 - Clause C - Without Cause, the Director of the Department of Social Services will notify Interstate Corporation of the County's intent to terminate the agreement without cause. PBC SolutionOne, Inc., dba CCS will provide janitorial services under the new agreement, effective December 18, 2021. This item pertains to locations in District 4.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended actions; the County would have concurrent agreements for janitorial services, with an additional cost due to the new agreement being effective on December 18, 2021, as the existing agreement does not provide needed floor care and window cleaning.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The recommended actions will terminate the existing agreement to limit/avoid having concurrent agreements for janitorial services at the Selma and Coalinga Regional Centers. The maximum compensation of the recommended agreement with CCS is \$596,940. The cost will be offset with State and Federal Social Services funds (\$514,181), 2011 Realignment (\$55,316) in lieu of State General Fund for Child Welfare Services and Adult Protective Services programs that were realigned to counties through Assembly Bill (AB) 118, 1991 Social Services Realignment (\$23,999), and budgeted Net County Cost (\$3,444) which offsets the General Relief program share of cost. Sufficient appropriations and estimated revenues are included in the Department's Org 5610 FY 2021-22 Adopted Budget and will be included in subsequent budget requests.

DISCUSSION:

The Department leases 24,000 square feet of office space at 311 Coalinga Plaza, in the City of Coalinga, and 21,440 square feet of office space at 3830 McCall Ave., in the City of Selma. Both locations provide Medi-Cal, CalFresh, CalWORKs, Welfare to Work, Child Welfare, and Homeless General Relief services. The Coalinga facility houses approximately 62 staff; the Selma facility houses approximately 87 staff.

On December 15, 2020, your Board approved Agreement No. 20-519 with Interstate Corporation for janitorial services at both locations: the Selma and Coalinga Regional Centers, for a potential five-year term. However, Interstate sent a letter (Attachment A) dated September 15, 2021 stating they did not account for floor care and window cleaning in the original contract, so the services were not included in the original janitorial price. Without new pricing resulting in an amendment to increase the potential five-year compensation by \$134,000, Interstate would not be able to fulfill duties and will need to terminate the contract.

The Department has determined that amending the agreement is not in the County's best interest and is requesting to terminate the agreement without cause, pursuant to Section 3 - Clause C - Without Cause.

The Department, working with the Internal Services Department - Purchasing Division, has negotiated an agreement with CCS for services at the Selma and Coalinga Regional Centers. The recommended agreement's not-to-exceed limit includes additional funding to cover janitorial service emergencies, incidentals, and as-needed cleaning of areas (terminal cleanings) where COVID-19 related, or other exposures or positive cases have been reported. Additionally, as a COVID-19 precaution, the agreement allows the option for daily disinfection cleanings of high touch point areas.

The recommended agreement deviates from standard indemnification language recommended by the Human Resources Department - Risk Management Division by adding language stating that if a case against the County and contractor is resolved in court with an apportionment of fault to both the County and contractor, legal fees and damages will be divided between County and contractor based on a comparative basis of fault. The Department supports adding this language as it is in the best interest of the Department.

REFERENCE MATERIAL:

BAI #90, December 15, 2020

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment A
On file with Clerk - Agreement with CCS

CAO ANALYST:

Sonia M. De La Rosa