



Board Agenda Item 60

DATE: July 10, 2018

TO: Board of Supervisors

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

SUBJECT: Retroactive First Amendment to Agreement with Lincoln Training Center

RECOMMENDED ACTION(S):

Approve and authorize Chairman to execute a retroactive First Amendment to Agreement No. 14-250 with Lincoln Training Center, for janitorial services at the Brix-Mercer Building, effective July 1, 2018 with no change in term to June 30, 2019 and increasing the maximum by \$4,392 to a total of \$468,592.

Approval of the recommended action will increase compensation by 5% during the final year of the agreement, funded with Health Realignment funds, 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):

Should your Board not approve the recommended action, Lincoln would continue to operate under the original agreement and may present other options in the future for your Board to consider.

RETROACTIVE AGREEMENT:

The recommended amendment is retroactive to July 1, 2018. Negotiations with Lincoln were completed on May 13, 2018. The time required to prepare and review the recommended amendment did not allow presentation to your Board at an earlier date.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The proposed amendment will increase the annual compensation by \$4,392 during the final year, increasing the contract maximum from \$464,200 to \$468,592 and will be funded by Health Realignment. Sufficient appropriations and estimated revenues are included in the Department's Org 5620 FY 2018-19 Recommended Budget.

DISCUSSION:

On May 6, 2014, the Board approved Agreement No. 14-250 with Lincoln to provide janitorial services at the Brix/Mercer Building. On April 30, 2018, the Department notified Lincoln of its intent to execute the final twelve-month period.

Lincoln responded with a request to increase compensation by 5% for the final twelve-month period of the agreement, citing increased operating costs including cost of living and salary increases for its staff. The Department concurs with Lincoln's request to increase compensation by 5% as Lincoln has provided

satisfactory services at the same rate throughout the agreement term and the agreement did not contain annual compensation adjustments to account for wage increases.

The agreement may be terminated by the County upon 30 days' advance written notice to Lincoln. The Department will issue a Request for Quotation for janitorial services prior to the June 30, 2019 expiration of this agreement.

REFERENCE MATERIAL:

BAI #35, May 6, 2014

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk -Agreement No. 14-250 with Lincoln Training Center

CAO ANALYST:

Sonia M. De La Rosa