



Board Agenda Item 42

DATE: April 23, 2019

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director, Internal Services/Chief Information Officer

SUBJECT: Agreement for Janitorial Services with the Superior Court of California

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute an Agreement with the Superior Court of California, County of Fresno to procure janitorial services for the Juvenile Court Facility (first floor, common areas only) effective April 23, 2019, not to exceed five consecutive years, which includes a one-year base contract and four optional one-year extensions, total not to exceed \$45,000.

Approval of the recommended action will allow the Internal Services Department - Facility Services Division (ISD Facility Services) to procure janitorial services from the Superior Court of California, County of Fresno (Court) for the County's pro-rata portion of the first floor common area at the Juvenile Court Facility. This item pertains to a location in District 4.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the common area of the first floor of the Juvenile Court Facility would be without janitorial services until the Court and ISD Facility Services agree on an alternative option.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The total compensation paid to the Court for the entire potential five (5) year term shall not exceed \$45,000. All costs associated with these services are recovered through charges to departments occupying the first floor of the Juvenile Court Facility. Sufficient appropriations and estimated revenues are included in the Department's Facility Services Org 8935 FY 2018-19 Adopted Budget and will be included in future budget requests.

DISCUSSION:

On March 13, 2007, the County executed Lease-Purchase Agreement No. 07-089 (Lease Agreement) with the Court. The Lease Agreement describes shared common area costs, but excludes janitorial services from those specifically covered under the Lease Agreement.

The Juvenile Court Facility is occupied by both County departments, and non-County entities. The common area of the first floor, which consists of hallways, entryways, lobby and dining areas, restrooms, stairwells, electrical rooms, and storage closets, is approximately 9,291 square feet (15%), while the remaining floor is approximately 51,206 square feet (85%). This area is currently occupied by the District Attorney, Public Defender, Probation, and Richard A. Ciummo & Associates. The second floor is approximately 56,977 square feet, and is solely occupied by the Court.

The Court has procured and provided routine and miscellaneous janitorial services to the common areas of the first floor of the Juvenile Court Facility for approximately 12 years. For the majority of this time, both the Court and County shared the cost. Approval of the recommended action will allow the County to resume its share of payment to the Court for routine and miscellaneous janitorial services to the common areas of the first floor of the Juvenile Court Facility. The Court shall bill the County for the County's pro rata portion of the common area janitorial costs, and the County will bill its individual occupying departments for their proportionate share of that cost. For services to the common area, the agreement shall be for an initial term of one (1) year, commencing on April 23, 2019, through and including April 22, 2020, with four (4) automatic yearly renewals, unless written notice of non-renewal is given by either party. The County's Director of Internal Services/Chief Information Officer, or his/her designee, shall be authorized under the agreement to issue any notices of non-renewal on behalf of the County.

REFERENCE MATERIAL:

BAI #9, March 13, 2007

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with the Superior Court of California

CAO ANALYST:

Yussel Zalapa