



County of El Dorado

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Legislation Text

File #: 14-1583, **Version:** 1

Community Development Agency, Transportation Division, recommending the Board approve and authorize the Chair to sign Agreement for Services No. 326-S1511 with Pro-Line Cleaning Services, Inc. in the not-to-exceed total amount of \$83,520.00 for a three (3) year term from February 1, 2015 through January 31, 2018 for janitorial services for three (3) Transportation Division facilities: 2441 Headington Road, Placerville; 2443 Headington Road, Placerville; and 1121 Shakori Drive, Meyers, California.

FUNDING: Road Fund. (No Federal Funds)

BUDGET SUMMARY:	
Total Estimated Cost.....	\$83,520.00
Budget - Current FY.....	\$11,600.00
Budget - Future FY.....	\$71,920.00
New Funding.....	
Savings.....	
Other.....	
Total Funding Available.....	\$83,520.00
Change To Net County Cost.....	\$0

Fiscal Impact/Change to Net County Cost

Funding for janitorial services will be provided by Road Fund for the Community Development Agency, Transportation Division (Transportation) facilities. It is included in the current fiscal year budget and will be budgeted in future fiscal years.

Reason for Recommendation

A Request for Qualifications and Statement of Interest (RFQ) was completed in 2011 for selected janitorial services for the County of El Dorado (See Attachment C). Each of the firms listed on the RFQ are qualified. The RFQ states, "based on the unique needs of each facility, the Procurement and Contracts Division will advise departments of the list of qualified firms and encourage departments to obtain quotes prior to commencement of a contract. The Purchasing Agent and/or the requesting department will determine the most qualified contractor based on the specific facility needs."

Based on the quote and service provided by Pro-Line Cleaning Services, Inc. (Pro-Line) to the three (3) Transportation facilities since 2006, Transportation would like to continue this service through Pro-Line. Under the proposed Agreement, Pro-Line will furnish personnel, equipment, supplies and services necessary to provide selected janitorial services for Transportation's facilities located at

2441 Headginton Road, Placerville; 2443 Headington Road, Placerville; and 1121 Shakori Drive, Meyers, California for three (3) years. Although the services provided under this Agreement involve bargaining unit work, the County does not have adequate staff to service these facilities.

Human Resources has approved of this Agreement.

Clerk of the Board Follow Up Actions

1. The Clerk will obtain the Chair's signature on two (2) originals of Agreement No. 326-S1511.
2. The Clerk will forward one fully executed original Agreement to the Community Development Agency, Contract Services Unit for further processing.

Contact

Bard R. Lower
Transportation Division Director
Community Development Agency

Concurrences

County Counsel, Risk Management and Human Resources.