



## Legislation Text

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**File #:** 18-1290, **Version:** 1

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Health and Human Services Agency (HHS), recommending the Board:

- 1) Find, in accordance with Government Code Section 31000, that the Animal Services West Slope Shelter location is remote from available county employee resources and the County's economic interests are best served by contracting for janitorial services rather than by paying additional travel and subsistence expenses to existing county employees;
- 2) Approve and authorize the Chair to sign Agreement for Services 3268 with Pro-Line Cleaning Services, Inc., for the provision of janitorial services at HHS's Animal Services West Slope Shelter located 6435 Capitol Avenue, Diamond Springs, CA 95619, for the term October 1, 2018 through September 30, 2021, with a maximum contractual obligation of \$85,476; and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 3268, including amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** 55% General Fund, 40% Fees for service, 5% Realignment.

**DISCUSSION / BACKGROUND:**

HHS's Animal Services West Slope Shelter facility is not maintained by County janitorial staff, necessitating an agreement with an outside vendor for these services. HHS has maintained a contractual relationship with Pro-Line since 2009 for janitorial services at the Animal Services facility with satisfactory performance. Agreement for Services 072-S1611 is the current janitorial services agreement for this location (File ID 15-0975, Item 15).

**ALTERNATIVES:**

Disapproval of this agreement would require HHS to identify another vendor for janitorial services and develop a contract with that vendor, thereby creating a gap in services.

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

County Counsel, Facilities, Human Resources, and Risk Management.

**CAO RECOMMENDATION:**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT:**

There is an estimated Net County Cost of \$47,012 associated with this Agenda item. Sufficient appropriations were included in the Fiscal Year 2018-2019 Budget, and will be included in future budgets for the term of the Agreement

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board to obtain signature of Chair on two (2) original Agreements for Services 3268.
- 2) Clerk of the Board to return one (1) fully executed Agreement for Services 3268 to Health and Human Services, Contracts Unit, 3057 Briw Road, Suite B.

**STRATEGIC PLAN COMPONENT:**

N/A

**CONTACT**

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