



Legislation Text

File #: 23-1284, **Version:** 1

Health and Human Services Agency (HHSA) recommending the Board:

- 1) Make findings that the provision of janitorial services provided by Contractor are in the public's best interest and that the work can be more economically and feasibly performed by an independent contractor or consultant than County employees in accordance with El Dorado County Ordinance Code, Chapter 3.13.030(A);
- 2) Approve and authorize the Chair to sign Agreement for Services 7818 with Pro-Line Cleaning Services, Inc., in the amount of \$99,000, and for the term of three (3) years from September 1, 2023, through August 31, 2026;
- 3) Authorize the Purchasing Agent to execute amendments relating to Agreement 7818, contingent upon approval by County Counsel and Risk Management, which do not increase the maximum dollar amount or term of the Agreement; and
- 4) Authorize the HHSA Director, or the Director of Behavioral Health, to execute programmatic, administrative, and fiscal documents relating to Agreement 7818.

FUNDING: 100% State Realignment.

DISCUSSION / BACKGROUND:

HHSA's South Lake Tahoe Behavioral Health Division has maintained a contractual relationship with Pro-Line Cleaning Services, Inc. for several years for janitorial services at this location, with satisfactory performance during that time. The existing agreement with Pro-Line expires August 31, 2023. Agreement 7818 would provide HHSA Behavioral Health with three (3) additional years of service.

This proposed Agreement with Pro-Line is a renewal of Agreement 5032 approved by the Board on August 25, 2020 (File 20-0970) to provide the services described in Agreement 7818. The not-to-exceed amount of the previous Agreement 5032 was \$85,000. The renewal Agreement 7818 was increased to \$99,000 due to inflation and the rising costs of job-related materials. This increase to the not-to-exceed amount will also cover emergency and special request cleanings. The proposed Agreement would ensure continuation of necessary janitorial services without any service interruption.

ALTERNATIVES:

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

PRIOR BOARD ACTION:

08/25/2020, 20-0970, HHSA Pro-Line Cleaning Agreement 5032

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Approved by County Counsel, Human Resources, Chief Administrative Office Facilities Division, and Risk Management.

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

There is no Net County Cost associated with this agenda item. Sufficient appropriations were included in the Fiscal Year 2023-24 Budget for thee services and will be included in future budgets for the term of the Agreement.

CLERK OF THE BOARD FOLLOW UP ACTIONS:

Clerk of the Board to obtain signature of Chair on one (1) original Agreement for Services 7818

STRATEGIC PLAN COMPONENT:

Good Governance

CONTACT:

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