



Legislation Text

File #: 20-0970, **Version:** 1

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

- 1) Approve and authorize the Chair to sign Agreement for Services 5032 with Pro-Line Cleaning Services, Inc., for the provision of janitorial services at HHS's South Lake Tahoe Behavioral Health Division, located at 1900 Lake Tahoe Boulevard, South Lake Tahoe, CA 96150, in the amount of \$85,000, for the term of three (3) years from September 1, 2020 through August 31, 2023;
- 2) Make findings in accordance with County Ordinance 3.13.030 that it is appropriate to contract with Pro-Line Cleaning Services, Inc. for services provided under this Agreement 5032 because (A) "The work can be more economically and feasibly performed by an independent contractor than County employees; and
- 3) Authorize the Purchasing Agent, or their designee to execute further documents relating to Agreement for Services 5032, 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: 50% Federal Medicaid, 25% State MHSA, and 25% Realignment.

DISCUSSION / BACKGROUND:

HHS's South Lake Tahoe Behavioral Health Division 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 for several years for janitorial services at this location, with satisfactory performance during that time. Agreement for Services 099-S1810 (FENIX 207), executed by the Purchasing Agent, is the current janitorial services agreement for this location.

Additionally, Government Code Section 31000 requires that, prior to contracting for janitorial services, the Board must find that the site receiving said services is remote from available County employee resources and that the County's economic interests are served by such a contract rather than by paying additional travel and subsistence expenses to existing County employees. It was determined by working with the Chief Administrative Office, Facilities Division, that the South Lake Tahoe Behavioral Health Division location is remote; therefore, the janitorial services are more economically and feasibly performed by an independent contractor. HHS has performed a comparative cost analysis and contracting out this work results in significant savings to the County.

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.

PRIOR BOARD ACTION:

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

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

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

There is no Net County Cost associated with the Agenda item. This Agreement for Services is a renewal of a prior year agreement and continues to be funded with Federal and State Funding. Sufficient appropriations were included in the Fiscal Year 2020-21 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 5032; and
- 2) Clerk of the Board to return one (1) fully executed Agreement to the HHSA Contracts Unit at 3057 Briw Road, Suite B.

STRATEGIC PLAN COMPONENT:

Good Governance

CONTACT

Don Semon, Director