



Legislation Text

File #: 22-1569, **Version:** 1

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

- 1) Make findings that the provision of janitorial services provided by Contractor are in the public's best interest and the work can be more economically and feasibly performed by an independent contractor than County employees in accordance with El Dorado County Ordinance Code, Chapter 3.13.030(B), El Dorado County Charter, Section 210(b)(6), and/or Government Code Section 31000;
- 2) Approve and authorize the Chair to sign Agreement for Services 6898 with Pro-Line Cleaning Services, Inc., with a not-to-exceed amount of \$113,000 and for the term of three (3) years from October 1, 2022 through September 30, 2025, for janitorial services at the Health and Human Services Agency (HHS) Behavioral Health offices located at 768 Pleasant Valley Road; and
- 3) Authorize the HHS Director, or HHS Chief Assistant Director, to execute further documents relating to Agreement 6898 including amendments, contingent upon approval by County Counsel and Risk Management, which do not increase the maximum dollar amount or term of the Agreement.

FUNDING: 55% Federal Medi-Cal, 3% State Medi-Cal, 6% Substance Abuse Block Grant, 3% Community Corrections Partnership, 33% Realignment.

DISCUSSION / BACKGROUND:

Pro-Line Cleaning Services, Inc. (Pro-Line) has been providing janitorial services to the County since 2007, including the Health and Human Services Agency (HHS) Behavioral Health offices located at 768 Pleasant Valley Road since 2013. The existing agreement with Pro-Line expires September 30, 2022. Agreement 6898 would provide HHS Behavioral Health with three (3) additional years of service.

This proposed Agreement with Pro-Line is a renewal of Agreement 4153 approved by the Board on September 24, 2019 (File 19-1223) and its Amendment I approved by the Board on August 4, 2020 (File 20-0808) to provide the services described in Agreement 6898. The proposed Agreement would ensure continuation of necessary janitorial services without any service interruption.

In accordance with Board of Supervisors Procurement Policy C-17, Section 7.11, the contractor selection process for service contracts in excess of \$100,000 must include a review of the scope of services and contractor's professional qualifications by a group of individuals (including at least one representative from outside the department requesting the services) qualified to judge the contractor's ability to perform the services. HHS has documentation on file that such a review was performed for Agreement 6898 with Pro-Line.

ALTERNATIVES:

Should the Board decline to approve this recommendation, HHS would need to identify another vendor for janitorial services and develop a contract with that vendor, thereby creating a gap in services.

PRIOR BOARD ACTION:

- 1) 09/24/19, 19-1223, Approval of Agreement 4153

2) 08/04/20, 20-0808, Approval of Amendment 1 to Agreement 4153

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Approved by County Counsel, Human Resources, and Risk Management. The Auditor-Controller was notified.

CAO RECOMMENDATION:

Approve as recommended, with the understanding that in the future, custodial contracts will likely be consolidated countywide.

FINANCIAL IMPACT:

There is no Net County Cost associated with this agenda item. Sufficient appropriations were included in the Fiscal Year 2022-23 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 one (1) original Agreement for Services 6898.

STRATEGIC PLAN COMPONENT:

County Strategic Goal: "Good Governance."

CONTACT

Evelyn Schaeffer, Director, Health and Human Services Agency