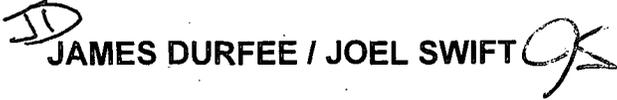


**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **MARCH 8, 2011**

From: **JAMES DURFEE / JOEL SWIFT** 

Subject: **CUSTODIAL SERVICES CONTRACT WITH PRIDE INDUSTRIES, INC. FOR VARIOUS COUNTY BUILDINGS**

ACTION REQUESTED / RECOMMENDATION: Facility Services recommends that your Board:

1. Authorize the award of a contract to Pride Industries, Inc. to provide custodial services at various County facilities;
2. Adopt a Resolution authorizing the Director of Facility Services, or his designee, to execute the resulting contract upon approval of County Counsel and Risk Management in an amount not-to-exceed \$184,239.

BACKGROUND: Since June 2008, Pride Industries has provided contract custodial services at Building "B" at Bill Santucci Justice Center. Pride's performance under this contract has been exemplary, providing excellent service at a competitive price. The level of service of this contract is consistent with levels of service for other general office County occupancies.

As reported to your Board during 2010, attrition that has taken place since the hiring freeze was implemented in 2007 has resulted in a staffing deficiency in custodial services. In FY 2007/08, Facility Services had 35 filled custodial positions- 30 Custodian I/II and 5 Senior Custodians. By comparison, as of February 2011, the Department currently has 25 filled custodial positions-23 Custodian I/II and 2 Senior Custodians, resulting in a 29% reduction in custodial staffing. Existing staff have been stretched to cover more areas, and as a result, service levels have decreased. Frequency of regular services, including floor care, dusting and general cleaning, have been reduced in order to provide essential levels of service. Facility Services cannot continue to provide adequate custodial service due to this deficiency and recommends augmenting current staff with contract service at discrete locations as depicted in Attachment A. In keeping with your Board's directive to evaluate alternative service delivery methods, staff is recommending a contract with Pride Industries to provide custodial services to 124,335 square feet of building space in Attachment A. Existing custodial staff assigned to these locations will be reassigned to other County facilities, providing necessary coverage for custodial services in all buildings.

Facility Services has negotiated a contract with Pride Industries to perform the required services. Direct negotiation of this contract with Pride Industries, Inc. is permitted pursuant to the County Purchasing Policy Manual Exemption 1.3. (s), allowing purchases of commodities and services from public and private non-profit corporations operating workcenters for the handicapped. As with the Building "B" contract, the proposed contract assumes service levels consistent with historic levels of service in other general occupancy County facilities. Pride proposes to perform the service for a total annual fee of \$171,590.

By comparison, in FY 2009/10, Facility Services' costs for custodial service to these same facilities, at a reduced level of service, was \$499,670. The proposed contract also includes an extra services allowance of \$12,650 for carpet cleaning, to be executed on an as-needed basis, for a total contract amount of \$184,239. The first year cost savings with this contract is anticipated to be approximately \$360,000, which includes \$250,000 of one-time OPEB costs for five new employees. Subsequent annual savings are anticipated to be approximately \$120,000.

In order to provide adequate custodial services for County facilities, it is necessary for your Board to approve a contract with Pride Industries, Inc., in an amount not-to-exceed \$184,239.

ENVIRONMENTAL CLEARANCE: This project is exempt from the California Environmental Quality Act pursuant to Section 15301 – that provides for operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding existing uses.

FISCAL IMPACT: The total cost of services to be provided as proposed will be \$184,239. Due to attrition and related cost savings there is adequate funding available Building Maintenance FY 2010/2011 Budget to cover the cost of this recommendation.

ATTACHMENTS: ATTACHMENT A – PROPOSED CONTRACT SERVICE LOCATIONS
RESOLUTION

JD:JS:SH

CC: COUNTY EXECUTIVE OFFICE
PROCUREMENT SERVICES

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ATTACHMENT A – Proposed Contract Service Locations

<u>Location</u>	<u>Square Footage</u>
Auburn Library	21,008
Penryn Library	980
Loomis Library	4,517
Rocklin Library	16,600
Granite Bay Library	10,260
Loomis Sub Station	7,704
Cirby Hills	49,766
Conroy Offices	13,500
Total	124,335

Before the Board of Supervisors County of Placer, State of California

In the matter of: A RESOLUTION DELEGATING
AUTHORITY TO THE DIRECTOR OF FACILITY SERVICES,
OR HIS DESIGNEE, TO TAKE VARIOUS ACTIONS REGARDING
CUSTODIAL SERVICES FOR VARIOUS COUNTY FACILITIES

Resol. _____

The following RESOLUTION was duly passed by the Board of Supervisors
of the County of Placer at a regular meeting held _____,
by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:

Clerk of said Board

BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Placer, State of California, that this Board delegates authority to the Director of Facility Services, or his designee, to execute the resulting contract to Pride Industries, Inc. for custodial services at various County facilities as depicted in Attachment A upon approval of County Counsel and Risk Management in an amount not-to-exceed \$184,239.