



M E M O R A N D U M
HEALTH AND HUMAN SERVICES
ADMINISTRATIVE SERVICES
County of Placer

TO: Board of Supervisors DATE: December 15, 2020
FROM: Robert L. Oldham, Health & Human Services Director
SUBJECT: Contract Amendment for Emergency Lodging and Related Cleaning Services – Roseville Hospitality LLC dba Hampton Inn & Suites Roseville and Jani-King of California Inc.

ACTIONS REQUESTED

1. Approve an amendment to a contract with Roseville Hospitality LLC dba Hampton Inn & Suites, Roseville of San Francisco, CA for Emergency Lodging services in the amount not to exceed \$46,000 for a new aggregate total not to exceed \$1,347,641 through January 31, 2021, to increase capacity for increased COVID-19 risk subject to available funding.
2. Approve an option to extend the contract with Roseville Hospitality LLC dba Hampton Inn & Suites, Roseville of San Francisco, CA through April 30, 2021 in an amount not to exceed \$180,000 per month, for a new maximum amount of \$1,887,641 subject to available funding.
3. Approve an option to extend a contract with Jani-King of California Inc. of Sacramento, CA for cleaning services at the Hampton Inn & Suites through April 30, 2021.
4. Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

The Governor’s State of Emergency Proclamation dated March 4, 2020, Executive Orders N-25-20, and N-33-20, the California Department of Public Health guidance and the then-existing Placer County Public Health Officer’s Shelter in Place directive and subsequent order address the COVID-19 emergency and the need to practice social distancing. As a result, the Department of Health and Human Services (HHS) reached out to several hotel facilities in the south Placer area to provide emergency housing for Placer County’s homeless population as it relates to the impact of COVID-19. These individuals are considered to be at risk of contracting or communicating the virus due to their inability to provide their own physical separation from one another. The use of hotel facilities for housing these persons provides this separation in a safe and secure environment, which is essential to prevent or slow the spread of the virus throughout the community.

As the result of HHS’ inquiries, the only hotel in the Roseville area that was willing to work with the County for these lodging services is Hampton Inn & Suites in Roseville. HHS and Procurement Services negotiated a contract with Roseville Hospitality LLC, who owns the hotel, in accordance with a contract that was reviewed and approved by County Counsel and Risk Management for this specific purpose. The County has utilized this hotel property to house individuals who have been either infected with COVID-19 or suspected to be exposed, or at high-risk for exposure but do not require hospitalization. The agreement with the hotel provides a block of 68 rooms for the County’s exclusive use on a month-to-month basis.

On June 23, 2020, your Board approved a 90-day extension and additional funding to the hotel contract to provide extended sheltering of these at-risk individuals through October 31, 2020. Your Board also approved an option to extend the contract through January 31, 2021, in the event that the need to mitigate COVID-19 requires HHS to provide availability of these lodging services beyond October. This option was exercised on October 16, 2020 and the contract was extended to January 31, 2021 accordingly.

As COVID-19 cases continue to increase in Placer County, including with this at risk population, it is necessary to increase the number of rooms available at the Hampton Inn to keep individuals isolated.

It is estimated that an additional block of 10 rooms will be needed, bringing the total number of available rooms to 78. In addition, to the need for increased rooms, it appears it is necessary to also extend the agreement since cases continue to increase. This request includes the option to extend the agreement for use of the hotel through April 30, 2021 and to increase the contract amount to fund the cost of the extended period.

An agreement was also issued to Jani-King to provide specialized cleaning services on an as-needed basis for the rooms utilized at the Hampton Inn. The agreement is currently scheduled to expire on January 31, 2021. Your approval is requested to extend the agreement to April 30, 2021 to provide cleaning services for the extended agreement period with the hotel. The agreement with Jani-King has sufficient funding to cover services for the extended period.

The requested contract amendments exceed the Purchasing Manager's authority and requires your Board's approval. Both of the agreements include options to cancel, with 30-days' notice. County staff will closely monitor the needs for these services and reduce the contracts with these firms, as necessary.

FISCAL IMPACT

The total cost of this increase is related to COVID-19 homeless mitigation and is expected to be covered by FEMA Project Roomkey and CARES Act funding, but will need to be advanced from the County General Fund. If funding does not become available from FEMA Project Roomkey or CARES Act then County General Funds will not be reimbursed.