



MEMORANDUM
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors DATE: December 15, 2020
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Janitorial Services – PRIDE Industries

ACTION REQUESTED

Approve an increase in the existing Master Services Agreement for countywide janitorial services with Pride Industries of America of Roseville, CA in the amount of \$380,000 resulting in a new aggregate amount of \$2,380,000 through December 31, 2020. Funding is provided by the Department of Facilities Management’s FY 2020-21 Final Budget.

Approve the renewal of a Master Services Agreement for countywide janitorial services with PRIDE Industries of America of Roseville, CA in the amount of \$2,800,000 for the period of January 1, 2021 through December 31, 2021. Funding is provided by the Department of Facilities Management’s FY 2020-21 Final Budget and will be included in the Department’s FY 2021-22 Requested Budget.

Approve the option to renew this contract for two (2) additional one-year terms in the maximum amount of \$2,800,000 per year, authorize change orders not to exceed a cumulative amount of \$100,000 consistent with Placer County’s Procurement Policy, and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

On November 4, 2014, your Board approved the award of a Master Service Agreement (MSA) for Countywide janitorial services with PRIDE Industries of America. This action merged various existing contracts with PRIDE Industries into one all-inclusive contract.

Throughout the term of this contract, the Department of Facilities Management continued to evaluate their resources and contract management methods. That evaluation resulted in consolidating the janitorial services for all Tahoe County facilities, Auburn Justice Center, Auburn Main Jail, Yolo Community Care Continuum Building, and Squaw Valley Park County buildings. These additions were prompted by County staff attrition and corresponding vacant positions were defunded to offset the additional contract cost. During subsequent renewals of this contract, consolidation continued with the addition of existing and newly acquired buildings to the contract.

The current agreement covers approximately 800,000 square feet of building space or 84% of our existing maintained space. The Building Maintenance Division is recommending continuation of our existing partnership with PRIDE Industries for janitorial services at various Placer County locations. This request is in accordance with the Procurement Policy Section 3.5 C that allows for contracts with private non-profit corporations operating work centers for the handicapped as defined by the Welfare and Institutions Code. PRIDE Industries meets this requirement.

During the current contract term, the County has added three buildings to this agreement and over the past nine months additional services have been requested to meet the COVID-19 pandemic. Such services have included additional touchpoint cleaning in buildings, transport vehicle cleaning and additional square footage of cleaning based on reduced availability of inmate labor at the Burton Creek substation. These increased services have resulted in the current contract amount being insufficient to pay for the contract services throughout the end of the term.

With your Board's approval, the MSA will be increased to cover existing service requirements and costs and renewed to include all currently serviced County locations. This agreement also provides the ability to add other buildings as future planning for these services may warrant.

Therefore, your Board's approval is required to renew the MSA and proceed with an agreement in an amount not to exceed of \$2,380,000.

FISCAL IMPACT

Funding for the contract renewal which crosses fiscal years is included in the FY 2020-21 Final Budget and will be included in the FY 2021-22 Requested Budget for the Department of Facilities Management, Building Maintenance Division. Funds are not encumbered until services are rendered against the agreement.