



Monterey County

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

Legistar File Number: 20-082

February 25, 2020

Introduced: 1/27/2020

Current Status: General Government -
Consent

Version: 1

Matter Type: General Agenda Item

- a. Approve and authorize the Contracts/Purchasing Officer to execute Amendment No. 1 to the Extension of Sublease Agreement commencing on March 1, 2020 and ending February 28, 2023, with Ripplewood Resort to address janitorial services performed at 47047 Highway One, Big Sur, California, 93920, for use by Monterey County Free Libraries.
- b. Authorize the Auditor-Controller to increase lease payments from \$200.00 to \$600.00 per month, effective March 1, 2020, and in accordance with the terms of the lease agreement; increase of lease payments of which represents the additional janitorial services that will be provided by Ripplewood Resort.

RECOMMENDATIONS:

- a. Approve and authorize the Contracts/Purchasing Officer to execute Amendment No. 1 to the Extension of Sublease Agreement commencing on March 1, 2020 and ending February 28, 2023, with Ripplewood Resort to address janitorial services performed at 47047 Highway One, Big Sur, California, 93920, for use by Monterey County Free Libraries.
- b. Authorize the Auditor-Controller to increase lease payments from \$200.00 to \$600.00 per month, effective March 1, 2020, and in accordance with the terms of the lease agreement; increase of lease payments of which represents the additional janitorial services that will be provided by Ripplewood Resort.

SUMMARY/DISCUSSION:

Monterey County Free Libraries has been occupied 816 square foot modular building at 47047 Highway One, Big Sur, California, since January 1986. The lease is currently extended on a year to year basis, effective July 1, 2018. The modular building is owned by Monterey County and sits on the land owned by Ripplewood Resort. Monterey County Free Libraries leases the use of the land for Two Hundred Dollars (\$200.00) a month.

In January 2020, Monterey County Free Libraries lost the janitorial services of Trinity Management, contract service agreement of which was terminated by the County. The Monterey County Free Libraries attempted to locate replacement janitorial services but could not find a vendor within its budgetary limitations. Finding vendors who would provide janitorial services to Big Sur is a challenge due to the distance of the location to vendor locations, in spite of the limited janitorial needs of the Big Sur Library.

Ripplewood Resort is offering Monterey County Free Libraries the opportunity to provide janitorial services, by including the janitorial services with the lease. The additional service would entail

increasing the rent from \$200 to \$600, \$400 of which represents the added janitorial services provided. Approval of Amendment No. 1 will transfer janitorial responsibilities to Ripplewood Resort.

OTHER AGENCY INVOLVEMENT:

Contracts and Purchasing Department has been notified of the proposed change, and Resource Management Agency (RMA) Lease Specialist has also been notified and supports this action. County Counsel has approved as to form and legality.

FINANCING:

This action will result in a decrease in the cost of janitorial services for Monterey County Free Libraries. The former janitorial group charged \$600 a month for these services. Ripplewood Resort will be charging \$400.00 for janitorial services, a savings of \$200 a month. The cost of janitorial services is appropriated on the current Library budget and will have no impact on the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Jacqueline C. Bleisch, Administrative Services Assistant, (831)883-7576

Approved by: Hillary Theyer, Library Director, (831)883-7567

Attachments:

Amendment No. 1 of Extension of SubLease Monterey County Free Libraries Big Sur Branch
Big Sur Library Lease Extension
SubLease MCFL with Big Sur Library