



# County of Monterey

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

## Board Report

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**File #:** 19-0498, **Version:** 1

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- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign Countywide Service Agreements for Custodial Services with Branch's Janitorial Services, Inc., Firato Services Company, Inc., ISS Facility Services, Inc., Trinity Maintenance Services, Universal Building Services, and US Metro Group Inc. The initial term of the Agreement will begin July 1, 2019 and terminate June 30, 2022, with an option to extend the Agreements for two (2) additional one (1) year periods. Work contracted under this Agreement shall not exceed \$10,000,000.00 for all Agreements issued under RFP #10710 in accordance with the terms and conditions set within each Agreement; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countywide Service Agreements for Custodial Services with qualified contractors who meet the minimum requirements of the County of Monterey, as set forth in RFP #10710, and which comply with the County of Monterey standard terms and conditions. Any such additional agreements will not affect the total aggregate amount authorized. Any such additional agreements shall terminate June 30, 2022, with an option to extend for two (2) additional one (1) year periods.

### RECOMMENDATION:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign Countywide Service Agreements for Custodial Services with Branch's Janitorial Services, Inc., Firato Services Company, Inc., ISS Facility Services, Inc., Trinity Maintenance Services, Universal Building Services, and US Metro Group Inc. The initial term of the Agreement will begin July 1, 2019 and terminate June 30, 2022, with an option to extend the Agreements for two (2) additional one (1) year periods. Work contracted under this Agreement shall not exceed \$10,000,000.00 for all Agreements issued under RFP #10710 in accordance with the terms and conditions set within each Agreement; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countywide Service Agreements for Custodial Services with qualified contractors who meet the minimum requirements of the County of Monterey, as set forth in RFP #10710, and which comply with the County of Monterey standard terms and conditions. Any such additional agreements will not affect the total aggregate amount authorized. Any such additional agreements shall terminate June 30, 2022, with an option to extend for two (2) additional one (1) year periods.

### SUMMARY/DISCUSSION:

These services will enable the County to ensure a reliable source of qualified companies for the provision of custodial services that may be utilized by all County departments. The initial term of the Agreements will begin July 1, 2019 and terminate June 30, 2022, with an option to extend the Agreements for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement. This request will authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign additional Countywide Service Agreements for Custodial Services with qualified contractors who meet the minimum requirements of the County of Monterey. Work contracted under this Agreement shall not exceed \$10,000,000.00 for all Agreements issued under RFP #10710 in accordance with the terms and conditions set within each Agreement.

Various County departments are in need of regular custodial services throughout the fiscal year. The service needs that are required from County departments are beyond the capabilities of County resources. The custodial

requirements of the County vary on a daily basis. On a case-by-case basis, departments will determine the need of these services and initiate services with an approved contractor on the Countywide Service Agreement List. The County of Monterey does not guarantee a minimum of maximum dollar value to any of the Agreements.

Services will include custodial services following the specifications and schedules detailed in the Countywide Service Agreements. Each Agreement is based on the County requirements as set forth in the terms and conditions of RFP #10710. Each Agreement will be included in the County Service Agreement List, eliminating the need for each County department to execute separate agreements. Copies of the Agreements are on file with the Clerk of the Board.

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved the Agreement.  
Auditor-Controller has reviewed and approved the Agreement

**FINANCING:**

Funds for these services are contained within the approved budget allocations of the department utilizing the services. Expenditures will depend on the actual services requested by the County.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

*These actions will help ensure the timely provision of necessary services to all County Departments.*

Mark a check to the related board of Supervisors Strategic Initiatives

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

Prepared by: Debra Wilson, PhD, Contracts/Purchasing Supervisor  
Approved by: Dewayne Woods, Assistant County Administrative Officer

Attachments:

1. BRANCH'S JANITORIAL SERVICES, INC. AGREEMENT
2. FIRATO SERVICE COMPANY, INC. AGREEMENT
3. ISS FACILITY SERVICES, INC.
4. TRINITY MAINTENANCE SERVICES AGREEMENT
5. UNIVERSAL BUILDING SERVICES AGREEMENT
6. US METRO GROUP, INC. AGREEMENT