



County of Monterey

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

Board Report

File #: 24-441, Version: 1

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute a Countywide Service Agreement (Agreement) for custodial maintenance services with Impec Group, LLC, Karla's Janitorial & Suppliers, LLC, UBM Enterprise, Inc., Universal Building Services & Supply Co., US Metro Group, Inc., Verde Clean LLC: Verde Facilities Services LLC, Fammo Cleaning Services, LLC, and Quality Cleaning Professionals on an as-needed basis, effective from the last date opposite the respective signatures with the County Contracts Purchasing Officer or designee signing last following the Board of Supervisors authorization through and including June 30, 2027, with the option to extend the Agreement for two additional one year periods through and including June 30, 2029, for an aggregate amount not to exceed \$10,000,000; which do not significantly change the scope of work,
- b. Authorize the Contracts/Purchasing Officer or designee to execute similar additional Agreements, after one year, for such services with qualified contractors who meet minimum requirements and comply with the County of Monterey standard terms and conditions, with a term effective upon execution by the parties with the Contracts/Purchasing Officer signing last through and including June 30, 2027, with the option to extend any additional similar Agreements for two additional one year periods, for a total not to exceed maximum term through June 30, 2029 OR aggregate contract amount of \$10,000,000; which do not significantly change the scope of work and,
- c. Authorize the Contracts/Purchasing Officer or designee to execute future amendments that do not exceed 10% (\$1,000,000) of the original aggregate amount and which do not significantly alter the scope of services, for a total maximum not to exceed amount of \$11,000,000 for all of the Agreements.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or designee to execute a Countywide Service Agreement for custodial maintenance services with Impec Group, LLC, Karla's Janitorial & Suppliers, LLC, UBM Enterprise, Inc., Universal Building Services & Supply Co., US Metro Group, Inc., Verde Clean LLC: Verde Facilities Services LLC, Fammo Cleaning Services, LLC, and Quality Cleaning Professionals on an as-needed basis, effective from the last date opposite the respective signatures with the County Contracts Purchasing Officer or designee signing last following the Board of Supervisors authorization through and including June 30, 2027, with the option to extend the Agreement for two additional one year periods through and including June 30, 2029, for an aggregate amount not to exceed \$10,000,000; which do not significantly change the scope of work;
- b. Authorize the Contracts/Purchasing Officer or designee to execute similar additional Agreements, after one-year, for such services with qualified contractors who meet minimum requirements and comply with the County of Monterey standard terms and conditions, with a term effective upon execution by the parties with the Contracts/Purchasing Officer signing last through and including June 30, 2027, with the option to extend any additional similar Agreements for two additional one year periods, for a total not to exceed maximum term through June 30, 2029, OR aggregate contract amount of \$10,000,000; which do not significantly change the scope of work and,
- c. Authorize the Contracts/Purchasing Officer or designee to execute future amendments that do not exceed

10% (\$1,000,000) of the original aggregate amount which do not significantly alter the scope of services, for a total maximum not to exceed amount of \$11,000,000 for all of the Agreements.

SUMMARY/DISCUSSION:

The County of Monterey has a need for custodial maintenance services that accommodates 27 County Departments and locations throughout the County of Monterey to ensure the high- performance cleaning for all County buildings and working locations are safe for employees and the public. The Countywide custodial maintenance services agreements support the County's high performance custodial maintenance needs to promote safety and maintain regular custodial maintenance services.

The initial term of the Agreement will commence as of the last date opposite the respective signatures, with the County Contracts/Purchasing Officer or designee signing last following the Board of Supervisors authorization through and including June 30, 2027, with the option to extend the Agreement or any subsequent Additional Agreement for two additional one-year periods through and including June 30, 2029. Services will be provided on an as needed basis under a delivery order process between each requesting County department and the Contractor, in accordance with each individual Contractor's pricing sheet. Custodial maintenance services shall include but are not limited to regular custodial services throughout the fiscal year following the specifications detailed in the corresponding Countywide Service Agreement. Each Agreement is based upon County requirements as set forth in the terms and conditions of the Request for Proposals (RFP #10927).

Various County departments need 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 #10927. 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 and the County Administrative Office- Contracts/Purchasing Division.

It is also recommended that the Contracts/Purchasing Officer or designee be authorized to increase the cumulative not to exceed amount by up to **10% of the original aggregate amount**, whether or not additional Agreements are entered into. The aggregate amount to be spent over the five (5) year term, with the 10% increase above the not to exceed amount shall not exceed \$11,000,000

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel, Risk Management, and the Auditor-Controller's Office have reviewed and approved the proposed Agreements as to form, indemnification and insurance, and fiscal provisions, respectively.

FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments. Based upon historical usage the aggregate amount to be spent for all Agreements issued under RFP #10927 is not anticipated to exceed \$11,000,000 per Agreement over the five (5) year term.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Board's approval of the recommended agreements will allow the County to continue with existing services to Custodial Maintenance Services to fit the County's operational needs.

- ☐ Economic Development
- ☒ Administration
- ☐ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Angelica Ruelas, Management Analyst III

Approved by: Debra R. Wilson, Contracts & Purchasing Officer

Ezequiel Vega Rios, Assistant County Administrative Officer

Attachments:

Impec Group, LLC
Karla's Janitorial & Suppliers, LLC
UBM Enterprise, Inc.
Universal Building Services & Supply Co.
US Metro Group, Inc.
Verde Clean LLC: Verde Facilities Services LLC
Fammo Cleaning Services, LLC
Quality Cleaning Professionals