



County of Monterey

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

Board Report

File #: 14-435, Version: 1

a. Approve and authorize the Contracts/Purchasing Officer to sign Master Agreements with Firato Janitorial, ISS Facility Services, Inc., Universal Building Services and Supply Co., and US Metro Group, Inc., for the provision of Custodial and Maintenance Services and Supplies to the County of Monterey for the term from the date of signing through and including May 1, 2017, including the option to extend the Agreement for two (2) additional one (1) year periods, with a yearly aggregate value estimated not to exceed \$1,500,000 for all Agreements issued under RFP #10450 in accordance with the terms and conditions set within each Agreement; and,

b. Approve and authorize the Contracts/Purchasing Officer to sign additional Master Agreements for Custodial and Maintenance Services and Supplies with qualified contractors who meet the minimum requirements of the RFP.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a) Approve and authorize the Contracts/Purchasing Officer to sign Master Agreements with Firato Janitorial, ISS Facility Services, Inc., Universal Building Services and Supply Co., and US Metro Group, Inc., for the provision of Custodial and Maintenance Services and Supplies to the County of Monterey for the term from the date of signing through and including May 1, 2017, including the option to extend the Agreement for two (2) additional one (1) year periods, with a yearly aggregate value estimated not to exceed \$1,500,000 for all Agreements issued under RFP #10450 in accordance with the terms and conditions set within each Agreement; and,

b) Approve and authorize the Contracts/Purchasing Officer to sign additional Master Agreements for Custodial and Maintenance Services and Supplies with qualified contractors who meet the minimum requirements of the RFP.

SUMMARY/DISCUSSION:

Services will include routine cleaning of the majority of county buildings and facilities following the specifications and schedules detailed in the Master Agreement. Each Agreement is based upon County requirements as set forth in the terms and conditions of RFP #10450. Each Agreement will be included in the Master Service Agreement schedule, eliminating the need for separate agreements for each County department. Based on historical usage, the yearly aggregate value is estimated not to exceed \$1,500,000 for all Agreements. Copies of each Agreement are on file with the Clerk of the Board

OTHER AGENCY INVOLVEMENT:

County Counsel has approved each Agreement as to form. The Auditor Controller's Office has approved each Agreement as to fiscal terms.

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 the historical usage, funds to be used for these services are estimated not to exceed the yearly aggregate value of \$1,500,000 for all Agreements. Costs will be managed by the

Facilities department and charged back to County departments as appropriate.

Prepared by:

Approved by:

Debra Bayard
Contracts/Purchasing Supervisor
Date: April 24, 2014

Dewayne Woods
Assistant County Administrative Officer

Attachments: Master Agreements with

1. Firato Janitorial,
2. ISS Facility Services, Inc.,
3. Universal Building Services and Supply Co.; and
4. US Metro Group, Inc.