



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: 26-099**

**March 10, 2026**

**Introduced:** 2/3/2026

**Current Status:** Draft

**Version:** 1

**Matter Type:** General Agenda Item

Approve and authorize the Library Director or their designee to execute an agreement with Branch's Janitorial Service, Inc. with a term of July 1, 2026, to June 30, 2027, to provide Janitorial Services for the Carmel Valley Library in a not-to-exceed amount of \$12,900

RECOMMENDATION:

Approve and authorize the Library Director or their designee to execute an agreement with Branch's Janitorial Service, Inc. with a term of July 1, 2026, to June 30, 2027, to provide Janitorial Services for the Carmel Valley Library in a not-to-exceed amount of \$12,900

SUMMARY:

This item is to approve a contract for janitorial services for the Carmel Valley Library (65 W. Carmel Valley Rd.).

DISCUSSION:

Library facilities all have routine janitorial services to keep public and staff areas clean. This includes public and staff restrooms, emptying trash, cleaning floors, stocking paper supplies, and other services.

Due to the location of some branch libraries, the County's master agreements are not always the most cost effective or efficient option for securing these services. Branch's Janitorial Service has provided janitorial services for the Carmel Valley Library for many years, and their pricing is below that of other companies on current County master agreements. Both the branch library and administrative staff are satisfied with the service.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and approved the Agreement as to form. The Office of the Auditor-Controller has reviewed and approved as to fiscal provisions.

FINANCING:

The cost for this contract is anticipated and paid from the Monterey County Free Libraries operational budget, and will not impact the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Library facilities are heavily used by the public, including use of public restrooms. Clean, safe, and serviced public facilities are crucial to effective public access to library services.

- X Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy

Prepared by: Ava Rivera, Senior Account Clerk, 831-883-7559

Approved by: Hillary Theyer, Library Director, 831-883-7566

Attachments:

Exhibit A

Exhibit B