



## Monterey County Board of Supervisors

### Board Order

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066  
[www.co.monterey.ca.us](http://www.co.monterey.ca.us)

A motion was made by Supervisor John M. Phillips, seconded by Supervisor Luis A. Alejo to:

**Agreement No.: A-14660 ; Amendment No. 3**

Authorize the Chief Executive Officer for Natividad Medical Center (NMC) or his designee to execute amendment No. 3 to the agreement (A-14660) with Pureserve Building Services, Inc. for professional building maintenance services, adding a scope of services for the Natividad Medical Group Prunedale, with a \$60,000 increase for a revised total Agreement amount of \$393,116, with no change to the agreement term of May 1, 2019 through April 30, 2024.


PASSED AND ADOPTED on this 8<sup>th</sup> day of November 2022, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Askew, and Adams  
NOES: None  
ABSENT: None  
(Government Code 54953)

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting November 8, 2022.

Dated: November 10, 2022  
File ID: A 22-550  
Agenda Item No.: 36

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California

  
Emmanuel H. Santos, Deputy

**AMENDMENT NO. 3  
TO SERVICES AGREEMENT  
BETWEEN PURESERVE BUILDING SERVICES, INC. AND  
THE COUNTY OF MONTEREY ON BEHALF OF NATIVIDAD MEDICAL CENTER  
FOR  
PROFESSIONAL BUILDING MAINTENANCE SERVICES**

This Amendment No. 3 to the Services Agreement ("Agreement") which was effective on May 1, 2019 is entered into by and between the County of Monterey, on behalf of Natividad Medical Center ("NMC"), and Pureserve Building Services, Inc. ("CONTRACTOR"); **From this point forward, the party referenced previously as "NMC" shall be referenced as "COUNTY" and collectively, COUNTY and CONTRACTOR are referred to as the "Parties" to this Agreement, with respect to the following:**

**RECITALS**

**WHEREAS**, the Agreement was executed for Professional Building Maintenance Services with a term May 1, 2019 through April 30, 2020 and a total Agreement amount not to exceed \$64,116; and

**WHEREAS**, COUNTY and CONTRACTOR amended the Agreement on April 21, 2020 via Amendment No. 1 to extend the term for an additional two (2) year period through April 30, 2022 to allow for services to continue with no changes to the scope of work or billing rates, with a \$130,000 increase for a total Agreement amount to \$194,116; and

**WHEREAS**, COUNTY and CONTRACTOR amended the Agreement on May 1, 2022 via Renewal and Amendment No. 2 to include new CONTRACTOR obligations, to extend the term for an additional two (2) year period through April 30, 2024, and to increase the total amount of the Agreement to \$333,116; and

**WHEREAS**, COUNTY and CONTRACTOR currently wish to amend the Agreement to allow for services to continue with an additional scope of work attached hereto as "Exhibit B per Amendment No. 3", with a \$60,000 increase for the added services for a total Agreement amount of \$393,116, with no change to the agreement term of May 1, 2019 through April 30, 2024.

**AGREEMENT**

**NOW, THEREFORE**, the Parties agree to amend the Agreement as follows:

The Agreement is hereby renewed on the terms and conditions as set forth in the Original Agreement and in Amendment No. 1 and Renewal and Amendment No. 2, incorporated herein by this reference, except as specifically set forth below.

1. Section 2 / Paragraph titled, "PAYMENTS BY COUNTY" shall be amended to the following:  
***"COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in EXHIBIT A plus EXHIBIT B subject to the limitations set forth in this Agreement and in this Amendment No. 3. The total amount payable by COUNTY to CONTRACTOR under this Agreement shall not exceed the sum of \$393,116."***
2. Section 3 shall be amended to the following:  
***"The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:  
Exhibit A: Scope of Services/Payment Provisions (Natividad campus)  
Exhibit B: Additional Scope and Cost for Servicing the Natividad Medical Group Prunedale Office as per Amendment No. 3."***

3. Except as provided herein, all remaining terms, conditions and provisions of the Agreement are unchanged and unaffected by this Amendment No. 3 and shall continue in full force and effect as set forth in the Amendment No. 1 and Renewal and Amendment No. 2.
4. A copy of this Amendment No. 3 shall be attached to the Agreement.
5. This Amendment No. 3 shall be effective retroactively on August 1, 2022.

**IN WITNESS WHEREOF**, the Parties hereto are in agreement with this Amendment No. 3 on the basis set forth in this document and have executed this Amendment No. 3 on the day and year set forth herein.

**COUNTY OF MONTEREY on behalf of**  
**NATIVIDAD MEDICAL CENTER**

By:   
Charles R. Harris, CEO

Date: 11/16/2022

**APPROVED AS TO LEGAL PROVISIONS**

By:   
Monterey County Deputy County Counsel

Date: Chief Deputy County Counsel, 0/07/2022


**APPROVED AS TO FISCAL PROVISIONS**

By: DocuSigned by:  
Jennifer Forsyth  
Monterey County Deputy Auditor/Controller  
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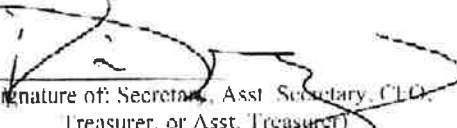
Date: 10/10/2022 | 1:40 PM PDT

**CONTRACTOR**

Pureserve Building Services, Inc.  
**CONTRACTOR's Business Name**  
\*\*\*See instructions below\*\*\*

By:   
(Signature of Chair, President, or Vice-President)  
HECTOR MARQUEZ - CEO  
Name and Title

Date: SEP-28, 2022

By:   
(Signature of Secretary, Asst. Secretary, CEO, Treasurer, or Asst. Treasurer)

Veronica Santiago COO  
Name and Title

Date: 9/28/22

\*\*\*Instructions\*\*\*

IF CONTRACTOR is a corporation, including limited liability and non profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers (two signatures required)

IF CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership (two signatures required)

IF CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any and shall personally sign the Agreement (one signature required).

**EXHIBIT B - ADDITIONAL SCOPE AND COSTS FOR SERVICING  
THE NATIVIDAD MEDICAL GROUP PRUNEDALE OFFICE**

CONTRACTOR (***Pureserve***) agrees to efficiently clean and maintain the ***Natividad Medical Group Prunedale*** office located at 17615 Moro, Rd., Salinas, CA 93907. The Natividad Medical Group Prunedale office will be staffed by CONTRACTOR as follows:

- 1) 2 part time housekeepers -Five days per week, performing general janitorial duties.
- 2) 1 part time floor technician - Five days per week, will be maintaining the floor clean and performing burnishing and floor refinishing as needed.
- 3) 1 part time supervisor - Five days per week, responsible for some light janitorial work plus the responsibility of assigning project work, inspections, staffing and securing the building(s).

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## EXHIBIT B (CONTINUED)

### Facility Cleaning Schedule and Procedures

#### **Exam Rooms:**

##### **Daily (5 times per week)**

1. Empty the trash containers and put in new trash liners
2. Clean and disinfect all outside surfaces of the exam tables
3. Clean step of the exam table
4. Damp wipe surfaces of vinyl chairs and stools
5. Clean and disinfect counter (will work around any items)
6. *All surfaces must be wet for 3 to 5 minutes with peroxide solution*
7. Clean and disinfect inside and outside of doorknobs
8. Damp wipe baseboards (weekly rotational basis)
9. Scour sink with cleanser
10. Damp wipe all dispensers (hand towel, soap, etc.)
11. Restock all dispensers ( hand towel, soap, etc.)
12. Wet mop floors
13. Return all items to their appropriate place

##### **Monthly rotational basis**

1. Wipe all vertical surfaces of the cupboards
2. Wipe all dirt and finger print spots from walls
3. Wipe outside and inside surfaces of the exam room door
4. Wipe baseboards
5. Dust pictures, clocks, vents and all other times on the walls
6. Damp wipe jars on the counter tops
7. Move exam table and wet mop floor underneath
8. Wipe outside of trash cans and biohazard containers with disinfectant

##### **Monthly**

1. Clean and disinfect inside of trash and biohazard containers

##### **Quarterly**

1. Shower scrub and recoat ctv floors

## EXHIBIT B (CONTINUED)

### **Annual**

1. Clean interior and exterior windows

### **Sanitation**

#### **Daily**

1. Empty trash and sanitary napkin receptacles and replace liners
2. Damp wipe outside sanitary napkin receptacles
3. Clean and sanitize toilet bowl, toilet seat and lid
4. Clean and sanitize urinal
5. Damp wipe fixtures and chrome
6. Clean mirror with glass cleaner
7. Spot clean partitions
8. Spot clean door, walls, switch plates
9. Wet mop floor using disinfectant
10. Damp wipe dispensers (soap, hand towels, seat covers, toilet tissue etc.)
11. Refill all dispensers (soap, hand towels, seat covers, toilet tissue etc.)
12. Damp wipe baseboards

#### **Weekly**

1. Clean and disinfect both sides of doors and partitions
2. Vacuum vents
3. Clean floor drains
4. Dust all ledges
5. Wipe baseboards
6. Damp wipe and dry chrome pipes under sinks
7. Clean and disinfect inside of sanitary napkin receptacle
8. Scrub floor with disinfectant

### Patient intake room, Lab area, Nursing station

#### **Daily**

1. Clean and disinfect counter tops without moving equipment and supplies
2. Clean outside of refrigerators (including top)
3. Clean and sanitize sinks
4. Wipe and disinfect scales
5. Damp wipe measuring board and measuring tape
6. Empty trash and replace liners
7. Clean and disinfect all chairs, stools, tables, exam tables and desks
8. Wet mop all floors with disinfectant

#### **Weekly**

1. Clean and disinfect counter tops (clean around equipment and supplies)

## EXHIBIT B (CONTINUED)

2. Wipe outside surfaces of cupboards
3. Clean outside of trash cans and biohazard containers
4. Damp wipe all surfaces of Fax machines, copy machines and lab equipment
5. Damp wipe all window sills
6. Scrub floors
7. Wipe baseboards
8. Spot clean walls and doors

### **Monthly**

1. Clean and disinfect inside of trash containers
2. Clean inside of all windows
3. Clean both sides of doors

### **Offices**

### **Daily**

1. Empty trash and recycle bin containers
2. Damp wipe counter tops or dust desk tops
3. Wet wipe spills and dirt from counter tops
4. Brush crumbs from chairs
5. Vacuum walkway areas of carpet
6. Dust mop floors
7. Clean exterior entrance steps and rails.

### **Weekly**

1. Clean desks and counter tops with wood cleaner or damp cloth (clean around items)
2. Vacuum all carpet including corners and underneath furniture
3. Dust all furniture, window sills and other surfaces where dust and dirt collect
4. Wipe baseboards
5. Wet mop floors

### **Semi-Annual**

1. Strip, scrub and wax floors



## EXHIBIT B (CONTINUED)

### Break Room

#### **Daily**

1. Wipe table and counter tops
2. Clean and sanitize sinks
3. Wet mop floor
4. Empty and replace trash liners
5. *Mid-day porter cleaning Break room*

#### **Weekly**

1. Wipe all chairs
2. Clean outside of refrigerator, microwave, coffee pots
3. Wipe baseboards
4. Clean inside microwave
5. Dust window blinds
6. Clean inside of refrigerator

## EXHIBIT B (CONTINUED)

### Cost of Services

Costs below include labor, taxes, equipment, chemicals, and supervision. There shall be no travel costs nor travel reimbursement allowed for this Agreement.

#### **Monthly**

##### **Evening Janitorial Service**

\$ 4,865.00

@ 5,400 sq. ft

#### **Annually**

\$ 58,380.00

@ 5,400 sq. ft.

##### **Day porter Service**

*Shift 10am to 6:30pm M-F*

\$ 5,220.00

\$ 62,640.00

*Shift 10am to 4pm M-F*

\$ 4,160.00

\$ 49,920.00