

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3.27

The above referenced Item is deleted from the agenda for Tuesday, January 10, 2023.

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.27
(ID # 20847)

MEETING DATE:
Tuesday, January 10, 2023

FROM : PUBLIC SOCIAL SERVICES:

SUBJECT: DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approve DPSS-0004701 Agreement with Commercial Building Management Inc. for Custodial Services for five (5) fiscal years, effective upon execution through June 30, 2027; All Districts. [Total Cost \$829,300; up to \$248,790 in additional compensation; Funding: Federal 34%; General Fund 66%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve DPSS-0004701 Agreement with Commercial Building Management Inc. for Custodial Services for a total amount of \$829,300 for a period of five (5) fiscal years, effective upon execution through June 30, 2027; and authorize the Chair of the Board to sign the Agreement on behalf of the County.
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding, and as approved as to form by County Counsel to: a) sign amendments that exercise the options of the Agreement including modifications of the statement of work that stay within the intent of the Agreement; and b) sign amendments to the compensation provisions that do not exceed the sum total of thirty percent (30%) of the total annual cost of the agreement.

ACTION:Policy


Sayori Baldwin, DPSS Director 12/21/2022

MINUTES OF THE BOARD OF SUPERVISORS

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$165,860	\$165,860	\$829,300	\$0
NET COUNTY COST	\$109,468	\$109,468	\$547,338	\$0
SOURCE OF FUNDS: Federal 34%; General Fund 66%			Budget Adjustment:	No
			For Fiscal Year:	22/23 – 26/27

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Public Social Services (DPSS) is charged with providing services that protect, empower, and serve the most vulnerable populations in Riverside County. In doing so, it is the department's responsibility to provide these services in a safe, sanitary and suitable environment, while adhering to CDC guidelines for COVID-19 cleaning in non-county owned facilities and locations. With offices reopening for in-person services, DPSS has identified an increased need for custodial services to maintain a healthy and clean work environment to optimize operating expenses, improve work efficiencies and enhance customer services. DPSS desires to enter into an agreement to provide critical custodial services at DPSS non-county owned commercial and residential sites as needed to maintain sanitary conditions for its employees, staff, clients and visitors.

The awarded services are to be rendered two (2) times a day for three (3) hours each interval, seven (7) days a week, including holidays, and shall be performed with professionalism and excellent quality.

Riverside County Facilities Management will continue to provide custodial services to County owned facilities currently served.

Impact on Residents and Businesses

The custodial services provided by CBM are critical to ensure sanitary conditions for employees, community partners, clients and visitors.

Additional Fiscal Information

The total payments to CBM shall not exceed:

<i>FISCAL YEAR PERIOD</i>	<i>ANNUAL PAYMENT</i>
Upon execution through June 30, 2023	\$165,860
July 1, 2023 through June 30, 2024	\$165,860
July 1, 2024 through June 30, 2025	\$165,860
July 1, 2025 through June 30, 2026	\$165,860
July 1, 2026 through June 30, 2027	\$165,860
Total	\$829,300

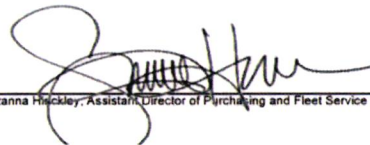
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Contract History and Price Reasonableness

On September 2, 2022, Riverside County Purchasing and Fleet Services on behalf of DPSS released a Request for Quotation (RFQ) DPARC RFQ #0609 for Custodial Services at DPSS commercial and residential sites. The bid closed on September 27, 2022, with three (3) responses received and evaluated. After a thorough evaluation process CBM was deemed the lowest, most responsive and responsible bidder on November 7, 2022.

ATTACHMENTS:

Attachment A: Agreement DPSS-0004701 CBM Custodial Services



Suzanna Heckley, Assistant Director of Purchasing and Fleet Service

12/22/2022



Brianna Lontajo, Principal Management Analyst

12/23/2022