



Information and General Services Department

Facilities Management
10014 N. Bloomfield Road
Nevada City, CA 95959
Phone: 530-470-2635
Fax: 530-265-7087

Information Systems
Geographic Information Systems
Facilities Management

Emergency Services
Central Services
Cable Television

Purchasing
Airport
Library

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: June 25, 2019

TO: Board of Supervisors

FROM: **Steve Monaghan – IGS-Facilities Management**

SUBJECT: Resolution approving Amendment No. 2 to the Personal Services Contract between the County of Nevada and Pro-Line Cleaning Services, Inc., for janitorial services at various County facilities, increasing the contract amount by \$50,000 to a maximum contract price of \$180,000, extending the term of the contract to October 31, 2019, and authorizing the Chair of the Board of Supervisors to execute the Amendment.

RECOMMENDATION: Adopt the Resolution.

FUNDING: Funding for these services are included and will be paid from the FY 2019-20 Facilities Management, Library, and various departments of the Health and Human Services Agency budgets.

BACKGROUND: The County has contracted with Pro-Line Cleaning Services, Inc., of Diamond Springs since 2007. Over that time, Pro-Line has been the successful proposer in response to two requests for proposals. In 2016 the County Purchasing Agent issued requests for proposals for janitorial services to be provided at County facilities in both the eastern and western portions of the County. Two companies were selected for a contract award. Pro-Line was selected to provide cleaning services at Crown Point, the Brighton Greens Resource Center, and Truckee facilities. Out of Sight Cleaning of Penn Valley was selected to service the remaining facilities.

Resolution 18-319 authorized a contract with Pro-Line Cleaning Services, Inc., for a period of six months beginning July 1, 2018 and Resolution 18-599 extended the term to June 30, 2019 to allow time for Facilities and Purchasing to prepare another competitive process to solicit bids. Additional time is now required to prepare the bid solicitation and staff is requesting that the contract be extended for a period of four months to October 31, 2019. This will allow sufficient time to consult with County departments regarding their current and future janitorial needs.

This Amendment will increase the Maximum Contract Price by \$50,000 to \$180,000 and extend the term of the agreement by four months to October 31, 2019. In all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

Item Initiated by: Justin Drinkwater
Approved by: Steve Monaghan