



# 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:** December 13, 2016

**TO:** Board of Supervisors

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

**SUBJECT:** Resolution authorizing execution of a Personal Services Contract between the County of Nevada and The Boland Group, Inc., dba Out of Sight Cleaning for janitorial services at various Nevada County facilities in the amount of \$120,000 for the period January 1, 2017 through June 30, 2018

**RECOMMENDATION:** Adopt the Resolution.

**FUNDING:** Funding for these services are included and will be paid from the Facilities Management, Airport, Library, Probation, Public Defender, District Attorney and various departments of the Community Development Agency budgets.

**BACKGROUND:** In September, 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. Three proposals were received for the western county locations and three proposals were received for the eastern county locations. The proposals were evaluated by a team from Facilities and Purchasing. Out of Sight Cleaning of Penn Valley was selected to provide cleaning services at the Madelyn Helling, Grass Valley, and Penn Valley libraries, the Grass Valley Veterans building, Transit/Airport and the Public Works Yard, the District Attorney and the Probation/Public Defender building. Pro-Line Cleaning Services, Inc., of Diamond Springs was selected to service the remaining facilities.

The Purchasing Agent will encumber the contract and shall be authorized to make amendments to this contract up to an aggregate increase of ten percent as may be necessary to change the level or schedule of service to meet the needs of the County.

**Item Initiated by:** Tom Coburn

**Approved by:** Steve Monaghan