



Information and General Services Department

Facilities Management

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*Information Systems
Geographic Information Systems
Facilities Management*

*Emergency Services
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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: June 26, 2018

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 Pro-Line Cleaning Services, Inc., for janitorial services at various County facilities in the amount of \$65,000 for the period July 1, 2018 through December 31, 2018

RECOMMENDATION: Adopt the Resolution.

FUNDING: Funding for these services are included and will be paid from the FY 2018-19 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.

Facilities and Purchasing are preparing another competitive process to solicit bids for janitorial services that will be issued this fall for both the western and Truckee portions of the County. Therefore this contract has been prepared for only six months.

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: Justin Drinkwater

Approved by: Steve Monaghan