

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

August 10, 2021

FROM

JACQUELYN GREENE, Interim Director, Preschool Services Department

SUBJECT

Amendment to Contract with Angel's Complete Janitorial Services for Preschool Classroom Custodial Services

RECOMMENDATION(S)

Approve **Amendment No. 1**, effective August 10, 2021, to SAP **Contract No. 21-604** (4400014353) with Angel's Complete Janitorial Services for preschool classroom custodial services and building maintenance, updating Attachment A – Scope of Work to expand services for deep cleaning due to the COVID-19 pandemic, and increasing the total contract amount by \$1,000,000, from \$525,000 to \$1,525,000, with no change to the contract period of June 1, 2020 through May 31, 2023.

(Presenter: Jacquelyn Greene, Interim Director, 383-2025)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The increase in the amount of \$1,000,000, for a total contract amount not exceed \$1,525,000 for the three-year contract period (\$508,833 annually), is 100% federally funded by the United States Department of Health and Human Services, Administration for Children and Families grant funds. Adequate appropriation and revenue have been included in the Preschool Services Department's (PSD) 2021-22 budget and will be included in the 2022-23 recommended budget.

BACKGROUND INFORMATION

PSD requires custodial services at Head Start preschool locations to maintain childcare licensing standards and remain in compliance with Health and Safety regulations. Angel's Complete Janitorial provides daily janitorial duties for PSD sites without a custodian to meet the federal and state requirements and to be in compliance with California Health and Safety regulations.

Due to additional costs associated with the health and safety requirements of COVID-19, PSD is recommending an increase to the contract amount with Angel's Complete Janitorial to allow PSD to provide the necessary classroom deep cleanings due to the pandemic. Additionally, PSD is expanding the Early Head Start program, which will increase the need for custodial services for the additional classrooms to be provided by Angel's Complete Janitorial under this existing contract. Approval of Amendment No. 1 to the contract will increase the contract

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amount and update Attachment A – Scope of Work, Cleaning Specifications expanding and delineating specified tasks required per COVID-19 guidelines for deep cleaning of PSD sites that includes stripping, sealing and waxing of hard surface flooring; and deep cleaning of carpets, restrooms, classrooms, and offices.

PSD provides Head Start, Early Head Start, and State Preschool programs that include comprehensive child development and family services comprised of education, health, nutrition, parent involvement, and psychological services for children ages 0 to 5 and their families. The overall goal of these programs is to increase the health and school readiness of disadvantaged children and increase the self-sufficiency of low-income families.

PROCUREMENT

On July 8, 2020, as the result of a formal procurement, Purchasing approved SAP Contract No. 4400014353 with Angel's Complete Janitorial Services to provide preschool classroom custodial services and building maintenance, in the amount of \$525,000 (\$175,000 annually), for the period of June 1, 2020 to May 31, 2023.

Due to the COVID-19 pandemic, Angel's Complete Janitorial Services agreed to provide expanded services for deep cleaning to prevent transmission based upon COVID-19 guidelines and California Health and Safety regulations. Pursuant to County Policy 11-04, competitive and non-competitive contracts that exceed \$200,000 annually must be approved by the Board of Supervisors.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Becky Giroux, Contracts Manager, 388-0241) on July 7, 2021; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on July 13, 2021; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on July 23, 2021; Finance (Paul Garcia, Administrative Analyst, 386-8392) on July 19, 2021; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on July 19, 2021.

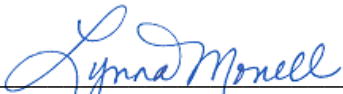
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: August 10, 2021



cc: PSD- Gitonga w/agree
Contractor- C/O PSD w/agree
File- w/agree
LA 08/11/2021