

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

October 7, 2025

FROM

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Amendment to Contract with Santa Fe Janitorial Maintenance Services, Inc. for Custodial Services in the Area Identified as Zone 5 Central San Bernardino

RECOMMENDATION(S)

Approve **Amendment No. 2 to Contract No. 22-479** with Santa Fe Janitorial Maintenance Services, Inc. to terminate custodial services at three existing locations within the area identified as Zone 5 Central San Bernardino, decreasing the contract amount by \$74,268 from an amount not to exceed \$4,106,520 to \$4,032,252 with no change to the contract term of July 1, 2022, through October 31, 2026.

(Presenter: Don Day, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not require additional Discretionary General Funding (Net County Cost). The decrease of \$74,268 to terminate routine custodial services for three existing locations results in a new contract total of \$4,032,252. The annual costs are as follows:

<u>Fiscal Year</u>	Original Annual Cost	Amendment No. 1	Amendment No. 2	Total Annual Cost
2022-23	\$793,735	-		\$793,735
2023-24	\$793,735	\$3,000		\$796,735
2024-25	\$793,735	\$6,000		\$799,735
2025-26	\$793,735	\$6,000	*(\$49,512)	\$750,223
2026-27	\$264,580	\$2,000	**(\$24,756)	\$241,824
Emergency Services (Not-to-Exceed Amount)	\$650,000	-		\$650,000
Total	\$4,089,520	\$17,000	(\$74,268)	\$4,032,252

* Eight-month period

** Four-month period based on the expiring contract date of October 31, 2026.

Sufficient appropriation is included in the Project and Facilities Management Department (PFMD) 2025-26 budget (7303001000) and will be included in future recommended budgets.

**Amendment to Contract with Santa Fe Janitorial Maintenance Services, Inc. for Custodial Services in the Area Identified as Zone 5 Central San Bernardino
October 7, 2025**

BACKGROUND INFORMATION

PFMD is responsible for providing custodial services for County-owned and some leased facilities. Due to the number of buildings that require service and the geographical size of the County, private custodial service providers are contracted to service certain locations throughout the County.

On June 14, 2022 (Item No. 48), the Board of Supervisors (Board) approved Contract No. 22-479 (Contract) with Santa Fe Janitorial Maintenance Services, Inc. (Contractor) in an amount not to exceed \$4,089,520, for the period of July 1, 2022, through October 31, 2026, to provide custodial services for 17 locations in the area identified as Zone 5 Central San Bernardino.

On December 19, 2023 (Item No. 56), the Board approved Amendment No. 1 to the Contract to provide custodial services at one additional location within the area identified as Zone 5 Central San Bernardino, increasing the contract amount by \$17,000, for a total contract amount of \$4,106,520 with no change to the contract term.

On February 5, 2025, the Contractor provided written notice to the County explaining that it was unable to continue to provide custodial services at three of the facilities listed in the Contract and giving the County thirty days' notice of its intent to terminate services to those facilities. The Contract allows the Contractor to terminate the Contract all or in part for convenience at any time with thirty days written notice.

The Contractor agreed to continue to provide services to the three listed facilities until the County was able to procure another service provider. The County has since found another custodial service provider for these locations.

Approval of Amendment No. 2 to Contract No. 22-479 with the Contractor will terminate custodial services at three existing facilities, COL514 Colton Public Health WIC (292 East "O" Street, Colton), SAB050 Children's Assessment Center (700 E. Gilbert St., San Bernardino), and SAB089 Youth Justice Center (900 E. Gilbert St., San Bernardino) per the vendor's termination notice.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kaleigh Ragon, Deputy County Counsel, 387-5455) on August 28, 2025; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on August 28, 2025; Project and Facilities Management Department (Jennifer Costa, Chief of Facilities Management, 387-2920) on September 2, 2025; and County Finance and Administration (Eduardo Mora, Administrative Analyst, 387-4376) on September 19, 2025.

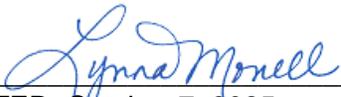
**Amendment to Contract with Santa Fe Janitorial Maintenance Services,
Inc. for Custodial Services in the Area Identified as Zone 5 Central San
Bernardino
October 7, 2025**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 7, 2025



cc: PFMD - Ayala w/agree
Contractor - c/o PFMD w/agree
File - w/agree
CCM 10/9/2025