

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

**November 4, 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 2 West High Desert

**RECOMMENDATION(S)**

Approve **Amendment No. 4 to Contract No. 21-668** with Santa Fe Janitorial Maintenance Services, Inc., to terminate custodial services at ten existing locations within the area identified as Zone 2 West High Desert, decreasing the contract amount by \$412,248, from an amount not to exceed \$4,200,630 to \$3,788,382, with no change to the contract term of November 1, 2021 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 Amendment No. 4 to Contract No. 21-668 will not require additional Discretionary General Funding (Net County Cost). The decrease of \$412,248 to terminate routine custodial services for ten existing locations results in a new contract total of \$3,788,382. The annual costs are as follows:

<b>Fiscal Year</b>	<b>Original Annual Cost</b>	<b>Amendment No. 2</b>	<b>Amendment No. 3</b>	<b>Amendment No. 4</b>	<b>Total Annual Cost</b>
2021-22	\$448,552	-	-	-	\$448,552
2022-23	\$672,828	-	-	-	\$672,828
2023-24	\$672,828	\$1,950	\$7,460	-	\$682,238
2024-25	\$672,828	\$7,800	\$89,520	-	\$770,148
2025-26	\$672,828	\$7,800	\$89,520	*(274,832)	\$495,316
2026-27	\$224,276	\$2,600	\$29,840	**(\$137,416)	\$119,300
Not-to-Exceed Amount (emergency services)	\$600,000	-	-		\$600,000
<b>Total</b>	<b>\$3,964,140</b>	<b>\$20,150</b>	<b>\$216,340</b>	<b>(\$412,248)</b>	<b>\$3,788,382</b>

\*8-month period

\*\*4-month period based on the expiring contract date of October 31, 2026.

**Amendment to Contract with Santa Fe Janitorial Maintenance Services, Inc., for Custodial Services in the Area Identified as Zone 2 West High Desert  
November 4, 2025**

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

**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 September 14, 2021 (Item No. 43), as the result of Request for Proposals FMD121-FM-4028, the Board of Supervisors (Board) approved Contract No. 21-668 (Contract) with Guadalupe Medina dba Santa Fe Building Management (Contractor) in an amount not to exceed \$3,964,140, for the period of November 1, 2021, through October 31, 2026, to provide custodial services for 14 County facilities throughout the area identified as Zone 2 West High Desert.

On February 8, 2022 (Item No. 49), the Board approved Amendment No. 1 to the Contract incorporating the legal name change of Contractor to Santa Fe Janitorial Maintenance Services, Inc.

On March 26, 2024 (Item No. 54), the Board approved Amendment No. 2 to the Contract to provide custodial services at one additional location within the area identified as Zone 2 West High Desert, increasing the total contract amount by \$20,150 from an amount not to exceed \$3,964,140 to \$3,984,290.

On May 21, 2024 (Item No. 57), the Board approved Amendment No. 3 to the Contract to provide custodial services at one additional location within the area identified as Zone 2 West High Desert, increasing the contract amount by \$216,340 from an amount not to exceed \$3,984,290 to \$4,200,630.

On February 5, 2025, the Contractor provided a letter to the County explaining that it was unable to continue to provide custodial services at ten 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 for convenience at any time with thirty days written notice.

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

<b>Name</b>	<b>Address</b>
High Desert Juvenile Detention Center	21101 Dale Evans Pkwy., Apple Valley
Victor Valley Sanitation Office	17470 Alder Street, Hesperia
Hesperia Behavioral Health	11951 Hesperia Rd., Hesperia
Hesperia Women Infant Children	14135 Main St., Hesperia
Lucerne Valley Sheriff	32818 Verdugo Rd., Lucerne Valley
Victorville Courthouse	14455 Civic Drive, Victorville
Victorville Juvenile Court	14455 Civic Drive, Victorville
Sheriff Court Services	14455 Civic Drive, Victorville

**Amendment to Contract with Santa Fe Janitorial Maintenance Services,  
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Desert  
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Victorville Coroner	14455 Civic Drive, Victorville
Victorville Transitional Assistance Department	15030 Palmdale Rd. Victorville

Approval of Amendment No. 4 to Contract No. 21-668 with the Contractor will terminate custodial services at ten existing facilities per the vendor's termination notice.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Kaleigh Ragon , Deputy County Counsel, 387-5455) on July 30, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on August 7, 2025; Project and Facilities Management (Jennifer Costa, Chief of Facilities Management, 387-2920) on October 9, 2025; and County Finance and Administration (Eduardo Mora, Administrative Analyst, 387-4376) on October 17, 2025.

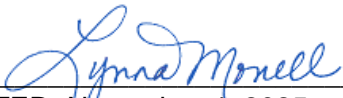
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Record of Action of the Board of Supervisors  
San Bernardino County

**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: November 4, 2025



cc: PFMD - Ayala w/agree  
Contractor - c/o PFMD w/agree  
File - w/agree  
CCM 11/5/2025