

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

January 5, 2021

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department – Facilities Management

SUBJECT

Amendment No. 2 to Contract No. 17-850 with William & Associates Plus One, Inc., for custodial services in Twentynine Palms and Joshua Tree

RECOMMENDATION(S)

Approve **Amendment No. 2** to **Contract No. 17-850** with Williams & Associates Plus One, Inc., to extend the contact term for six additional months (February 1, 2021 through July 31, 2021), and increase the contract by \$121,210, \$81,210 for continued routine custodial services and \$40,000 for as needed unforeseen expenses resulting from the COVID-19 pandemic, increasing the total contract amount from \$520,712 to a total not to exceed \$641,922 on the premises known as Lot 3 (63665 Twentynine Palms Highway in Joshua Tree), 6527 White Feather Road in Joshua Tree, as well as 6527 Desert Queen in Twentynine Palms.
(Presenter: Terry W. Thompson, Director, 387-5252)

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. 2 to Contract No. 17-850 will not require additional Discretionary General Funding (Net County Cost). This amendment will extend the term of the contract for an additional six months and increase the contract amount by \$121,210 for a total amount not to exceed \$641,922 for the period of December 1, 2017 through July 31, 2021. The amended annual costs are reflected in the table below, and will not increase during the term of the contract:

Fiscal Year	Original Cost	Amendment #1 Cost	Amendment #2 Cost	Total Cost
2017-18	\$ 84,868	-		\$ 84,868
2018-19	\$ 145,488	-		\$ 145,488
2019-20	\$ 145,488	-		\$ 145,488
2020-21	\$ 60,620	\$ 84,248	\$ 102,419	\$ 247,287
2021-22	-	-	\$ 18,791	\$ 18,791
Total	\$ 436,464	\$ 84,248	\$ 121,210	\$ 641,922

BACKGROUND INFORMATION

The Real Estate Services Department – Facilities Management (RES-D-FM) is responsible for providing custodial services for County-owned and some leased facilities.

**Amendment No. 2 to Contract No. 17-850 with William & Associates Plus One, Inc., for custodial services in Twentynine Palms and Joshua Tree
January 5, 2021**

On November 14, 2017 (Item No. 35), the Board of Supervisors (Board) approved Contract No. 17-850 with William & Associates Plus One, Inc., to provide custodial services in three buildings located in Joshua Tree and Twentynine Palms for the period of December 1, 2017 through November 30, 2020, in an amount not to exceed \$436,464 in one lot, consisting of two County-owned facilities and one leased facility in Joshua Tree.

On May 5, 2020 (Item No. 4), the Board ratified Amendment No. 1 to Contract No. 17-850 with William & Associates Plus One, Inc., to increase the cost by \$84,248 (\$60,000 for COVID related expenses and \$24,248 in monthly services) from \$436,464 to \$520,712 and extend the contract two months (December 1, 2020 through January 31, 2021). The amendment was approved April 24, 2020 under Delegated Authority due to the urgency of COVID. The locations identified in Lot 3 are:

- Bob Burke Joshua Tree Government Center – 63665 Twentynine Palms Highway, Joshua Tree (County-owned)
- Morongo County Courthouse – 6527 White Feather Road, Joshua Tree (leased)
- Public Health (WIC) – 6527 Desert Queen, Twentynine Palms (County-owned), as previously signed by the Chief Executive Officer on April 24, 2020.

Amendment No. 2 to Contract No. 17-850 with William & Associates Plus One, Inc., will extend custodial services for a period of six months (February 1, 2021 through July 31, 2021) and increase the cost by \$121,210 from \$520,712 to \$641,922 in order to provide continued routine custodial services and as needed unforeseen custodial services resulting from the COVID-19 pandemic.

PROCUREMENT

On September 12, 2017 (Item No. 56), the Board of Supervisors (Board) approved the release of a Request for Bids (RFB), FMD118-FM-2590, for the required custodial Services. November 2017 William & Associates Plus One, Inc., was awarded the contract for services for lot 3. Section 9.A of the contract permits the County to adjust service locations subject to Board approval of the amended contract.

REVIEW BY OTHERS

This item has been reviewed by County Council (Katherine M. Hardy, Deputy County Counsel, 387-5437) on November 19, 2020; Purchasing (Bruce Cole, Lead Buyer, 387-2148) on November 23, 2020; Finance (Carl Lofton, Administrative Analyst, 387-5404) on December 15, 2020; and County Finance and Administration (Matthew Ericson, Deputy Executive Officer, 387-5423) on December 15, 2020.

**Amendment No. 2 to Contract No. 17-850 with William & Associates Plus One, Inc., for custodial services in Twentynine Palms and Joshua Tree
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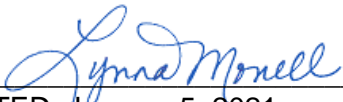
Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Janice Rutherford

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: January 5, 2021



cc: RESD/FM- Norris w/agree
Contractor- C/O RESD/FM w/agree
File- w/agree w/attach

LA 01/14/2021