



# San Bernardino County

## Legislation Text

**File #: 3643, Agenda Item #: 54**

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

**February 9, 2021**

#### **FROM**

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

#### **SUBJECT**

Contract Amendments No. 17-848 A-2 and 17-394 A-4 with General Building Management Co. for Custodial Services in Barstow and Victorville

#### **RECOMMENDATION(S)**

1. Approve Amendment No. 2 to Contract No. 17-848 with General Building Management Co. to increase the contract by \$35,016 from \$410,160 to \$445,176 and extend the term for four months (April 1, 2021 through July 31, 2021) for custodial services at four facilities in Barstow due to the COVID-19 pandemic.
2. Approve Amendment No. 4 to Contract No. 17-394 with General Building Management Co. to increase the contract by \$110,836 (\$70,836 for routine custodial services and an additional \$40,000 for as-need COVID-19 related services) from \$871,673 to \$982,509 and extend the term for four months (April 1, 2021 through July 31, 2021) for custodial services at two facilities in Victorville due to the COVID-19 pandemic.

(Presenter: Terry W. Thompson, 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. 2 to Contract No. 17-848 will not require additional Discretionary General Funding (Net County Cost). The total cost for the three-year contract with General Building Management Co. (GBM) for custodial services will not exceed \$445,176 for the period of December 1, 2017 through July 31, 2021. Costs resulting from the COVID-19 pandemic are eligible for reimbursement from the County's Federal Coronavirus Aid Relief, and Economic Security (CARES) Act Funds, if available. If no COVID-19 related federal or state funding is available, any costs of the Amendment, including custodial contract charges, will be reimbursed by County departments that occupy the facilities based on an average cost per square foot times the percentage of usable space each department occupies. The amended annual costs are reflected in the table below, and will not increase during the term of the contract:

<b>Fiscal Year</b>	<b>Original Cost</b>	<b>17-848 A-1</b>	<b>17-848 A-2</b>	<b>Total Cost</b>
2017-18	\$ 61,278	-	-	\$ 61,278
2018-19	\$105,048	-	-	\$ 105,048
2019-20	\$105,048	-	-	\$ 105,048

2020-21	\$ 43,770	\$ 95,016	\$ 26,262	\$ 105,048
2021-22	\$ 0	\$ 0	\$ 8,754	\$ 8,754
<b>Total</b>	\$315,144	\$ 95,016	\$ 35,016	\$ 445,176

Approval of Amendment No. 4 to Contract No. 17-394 will not require additional Discretionary General Funding (Net County Cost). The total cost for the three-year contract with GBM for custodial services will not exceed \$982,509 for the period of July 1, 2017 through July 31, 2021. Costs resulting from the COVID-19 pandemic are eligible for reimbursement from the County's Federal Coronavirus Aid Relief, and Economic Security (CARES) Act Funds, if available. If no COVID-19 related federal or state funding is available, any costs of the Amendment, including custodial contract charges, will be reimbursed by County departments that occupy the facilities based on an average cost per square foot times the percentage of usable space each department occupies. The amended annual costs are reflected in the table below, and will not increase during the term of the contract:

<b>Fiscal Year</b>	<b>Original Cost</b>	<b>17-394 A-1</b>	<b>17-394 A-2</b>	<b>17-394 A-3</b>	<b>17-394 A-4</b>	<b>Total Cost</b>
2017-18	\$222,684	-	-	-	-	\$ 222,684
2018-19	\$222,684	-	-	-	-	\$ 222,684
2019-20	\$222,684	-	-	-	-	\$ 222,684
2020-21	\$ 0	\$167,013	\$ 40,000	(\$ 3,392)	\$ 93,127	\$ 296,748
2021-22	\$ 0	-	-	-	\$ 17,709	\$ 17,709
<b>Total</b>	\$668,052	\$167,013	\$ 40,000	(\$ 3,392)	\$ 110,836	\$ 982,509

### **BACKGROUND INFORMATION**

The Real Estate Services Department - Facilities Management (FM) 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. The locations are identified as a numbered lot.

On November 14, 2017 (Item No. 35), the Board of Supervisors (Board) approved Contract 17-848 with General Building Management Co. in an amount not to exceed \$315,144 for the period of December 1, 2017 through November 30, 2020 to provide custodial services in one lot, consisting of four County-owned facilities in Barstow.

On June 23, 2020 (Item No. 125), the Board approved Amendment No. 1 to Contract 17-848 with General Building Management Co. to extend the term for four additional months (December 1, 2020 through March 31, 2021), and increase the contract total by an amount not to exceed \$95,016 from \$315,144 to a total not to exceed \$410,160 to provide custodial services at four locations in Barstow located at 225 W. Mt. View (Barstow Sheriff), 235 E. Mt. View (Barstow Courthouse), 301 E. Mt. View (Public Health WIC), and 303 E. Mt. View (Public Health) due to the current pandemic, signed by the Chief Executive Officer on May 28, 2020.

Approval of Amendment No. 2 to Contract No. 17-848 with General Building Management Co. (GBM) will increase the contract by \$35,016 from \$410,160 to \$445,176 and extend the term for four months for custodial services at four facilities in Barstow located at 225 W. Mt. View (Barstow Sheriff), 235 E. Mt. View (Barstow Courthouse), 301 E. Mt. View (Public Health WIC), and 303 E. Mt. View (Public Health) due to the Covid-19 pandemic.

On June 13, 2017 (Item No. 83), the Board of Supervisors (Board) approved Contract 17-394 with General Building Management Co. in an amount not to exceed \$668,052 for the period of July 1, 2017 through June 30, 2020 to provide custodial services in one lot, consisting of three County-owned facilities in Victorville.

On April 21, 2020 (Item No. 29), the Board approved Amendment No. 1 to Contract 17-394 with General Building Management Co. to extend the term for nine additional months (July 1, 2020 through March 31, 2021), and increase the contract total by \$167,013 from \$668,052 to \$835,065 to provide custodial services on the premises know as Lot 1, located at 14455 Civic Drive (Victorville Courthouse), 12402 Industrial Blvd. (Special Districts), and 10530 Palmdale Rd. (Transitional Assistance Department), signed by the Chief Executive Officer on April 17, 2020.

On June 2, 2020 (Item No. 21), the Board approved Amendment No. 2 to Contract 17-394 with General Building Management Co. to increase the contract total by \$40,000 from \$835,065 to \$875,065 to provide on-call custodial services on the premises know as Lot 1, located at 14455 Civic Drive (Victorville Courthouse), 12402 Industrial Blvd. (Special Districts), and 10530 Palmdale Rd. (Transitional Assistance Department), signed by the Chief Executive Officer on May 21, 2020.

On November 17, 2020 (Item No. 75), the Board approved Amendment No. 3 to Contract 17-394 with General Building Management Co. to decrease the contract total by \$3,392 from \$875,065 to \$871,673 to remove custodial services on the premises located at 12402 Industrial Blvd. (Special Districts) due to relocation.

Approval of Amendment No. 4 to Contract No. 17-394 will increase the contract by \$110,836 (\$70,836 for routine custodial services and an additional \$40,000 for as-need Covid-19 related services) from \$871,673 to \$982,509 and extend the term for four months for custodial services at two facilities in Victorville located at 14455 Civic Drive (Victorville Courthouse) and 10530 Palmdale Rd. (Transitional Assistance Department) due to the Covid-19 pandemic.

#### **PROCUREMENT**

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 December 14, 2020; Purchasing (Bruce Cole, Lead Buyer, 387-2148) on December 17, 2020; Finance (Carl Lofton, Administrative Analyst, 387-5404) on January 25, 2021; and County Finance and Administration (Matthew Ericson, Deputy Executive Officer, 387-5423) on January 25, 2021.