

County of Santa Clara
Central Fire Protection District



24-3394

DATE: February 6, 2024 (Item No. {{item.number}})
TO: Governing Board of the Santa Clara County Central Fire Protection District
FROM: Suwanna Kerdkaew, Fire Chief
SUBJECT: Agreement with Quality Cleaning Professionals, LLC

RECOMMENDED ACTION

Approve Agreement with Quality Cleaning Professionals, LLC, relating to providing performance-based janitorial services for the Santa Clara County Central Fire Protection District in an amount not to exceed \$1,750,000 for period February 6, 2024 through March 31, 2026, with one two-year extension option, that has been reviewed and approved by County Counsel as to form and legality. (LA-1)

FISCAL IMPLICATIONS

There is no impact to the County General Fund. The estimated annual cost of the agreement to the Fire District is \$360,000, comprised of a monthly standard janitorial services rate of \$28,500 and an estimated additional monthly allocation of \$1,500 for ad hoc, as needed services, beyond the standard monthly services rate (e.g., carpet/floor cleaning, day porter and on-call services, etc.). Sufficient funds are available in the Fire District's Fiscal Year (FY) 2024 budget, and future year funding will be included in the Fire District's annual budget request.

CONTRACT HISTORY

Following a competitive solicitation process for performance-based janitorial services, on March 14, 2023, Item No. 24, the Board of Supervisors approved an agreement with Quality Cleaning Professionals, LLC, to provide performance-based janitorial services to various County departments. The Santa Clara County Central Fire Protection District proposes to "piggyback" off the County Agreement, as described below.

REASONS FOR RECOMMENDATION

The Santa Clara County Central Fire Protection District is nearing completion of a new Headquarters located at 1315 Dell Avenue in Campbell. The two-story building has approximately 50,000 square feet of space. The new Headquarters building will allow for centralized warehousing and consolidation of administrative operations into one facility located in the District's response service area. Additionally, this location will continue to be readily accessible to the communities served for fire plan submittals, community

education classes (such as Safe Sitter, CPR, and Personal Emergency Preparedness), and other general business needs.

Performance-based janitorial services are needed to fulfill daily service requirements. Additional services may be needed for unplanned emergency events, community events and trainings, and ad-hoc services.

Section 5.6.5.1(E) of the County of Santa Clara Board of Supervisors Policy Manual allows access to competitively established contracts (*i.e.*, “piggybacking”) from other government entities when it is deemed to be in the best interest of the District. Although the Board Policy Manual is not directly applicable to the District, because the District is a separate government entity, the District follows County procurement practices, to the extent feasible. It is the intent of the District to “piggyback” off the County Agreement with Quality Cleaning Professionals, LLC.

CHILD IMPACT

The recommended action will have a positive impact on children and youth. The new Headquarters will ensure efficient delivery of services to the community.

SENIOR IMPACT

The recommended action will have a positive impact on seniors. The new Headquarters will ensure efficient delivery of services to the community.

SUSTAINABILITY IMPLICATIONS

The recommended action will have a positive impact on sustainability. Quality Cleaning Professionals will utilize green cleaning best practices and will follow the District’s sustainable cleaning product recommendations. Adherence to these practices minimizes the impact to the environment and promotes sustainability.

CONSEQUENCES OF NEGATIVE ACTION

The Agreement would not be approved at this time, and the District would not have access to janitorial services needed for its new Headquarters.

STEPS FOLLOWING APPROVAL

The Clerk of the Board of Directors and the President of the Board of Directors will sign the Agreement, and the Clerk of the Board of Directors will notify Veronica Niebla, the District’s Director of Business Services, when the completed document is available in OneMeeting.

ATTACHMENTS:

- Agreement with Quality Cleaning Professionals LLC