County of Los Angeles Public Library
7400 East Imperial Hwy., P.O. Box 7011, Downey, CA 90241-7011
(562) 940-8461, TELEFAX (562) 803-3032

Library

MARGARET DONNELLAN TODD
COUNTY LIBRARIAN

February 20, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

APPROVAL OF AMENDMENT NO. 8 TO AGREEMENT NO. 74134 FOR CUSTODIAL SERVICES CONTRACT AREA 1 (ALL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and delegate authority to the County Librarian to sign the attached Amendment No. 8 to Agreement Number 74134 with MBM Professional Janitorial Services to extend the term of the agreement on a month-to-month basis not to exceed three months. This amendment shall become effective on March 21, 2007.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

This is to recommend that the Board approve an extension of up to three months to the term of an existing agreement for custodial services. Approval of this amendment will allow the Public Library to continue providing custodial services for library facilities while completing the solicitation process for the award of new contracts. The affected agreement for custodial services expires on March 20, 2007.

Implementation of Strategic Plan Goals

Approval of the recommended amendment is consistent with the County's Strategic Plan in the areas of service excellence, fiscal responsibility, and organizational effectiveness.

FISCAL IMPACT/FINANCING

The estimated cost of the three-months extension for this contract is $252,000. The Public Library has sufficient funding available in its operating budget to finance this additional cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Following the debarment of a previous custodial contractor, as approved by the Board, the Public Library transferred the current service for Custodial Service Areas 5, 6, 8 and Library Headquarters to MBM in October 2004 under the provisions of their existing contract. The current agreement with MBM for custodial services will expire on March 20, 2007. The Department has started the solicitation process to award new contracts. However, due to heavy workload demands, staff shortages and turnover, and the unplanned loss of a key staff person to jury duty for two and one-half months, the solicitation process will not be completed before the March 20, 2007 expiration date. Therefore, it is necessary to extend the current agreement on a month-to-month basis for a period not to exceed three months. The contractor has agreed to hold the same terms and conditions, which include all current County mandatory contracting requirements, for the proposed three months extension period.

County Counsel has reviewed and approved the proposed amendment as to form.

CONTRACTING PROCESS

The existing contract was established through a previous solicitation process and awarded by the Board on August 20, 2002 and expires on March 20, 2007. On December 11, 2006 the Public Library solicited proposals for new contracts. The mandatory proposer's conference was held on December 26, 2006, and we received 45 proposals on January 10, 2007. We are currently reviewing those proposals and anticipate completing the solicitation within the three months extension period. In addition, we are amending the current solicitation, consistent with the Board's action on February 6, 2007, to reflect the revised Living Wage rates. The requested extension will allow the Public Library sufficient time to complete the review and evaluation process and recommend new contract awards to the Board without discontinuing service under the current agreement.

IMPACT ON CURRENT SERVICES

Approval of the proposed amendment will assure the continuation of custodial services for County Public Library facilities until new contracts can be awarded.

CONCLUSION

Please return a conformed copy of the adopted Board letter to the Public Library and one copy to the Office of the County Counsel.

Respectfully submitted,

Margaret Donnellan Todd
County Librarian

MDT:DF:MR:cs
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Attachment

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

AMENDMENT NO. 8 TO AGREEMENT NUMBER 74134

BY AND BETWEEN MBM PROFESSIONAL JANITORIAL SERVICES, AND THE COUNTY OF LOS ANGELES TO PROVIDE CUSTODIAL SERVICES

AREA 1

THIS AMENDEMENT NO. 8 TO AGREEMENT NUMBER 74134 IS MADE AND ENTERED INTO THIS ________ DAY OF __________, 2007

WHEREAS, the County of Los Angeles, a political subdivision of the State of California, hereinafter referred to as "County", and MBM Professional Janitorial Services herein referred to as, "Contractor", have entered into Agreement No. 74134 to provide Custodial Services to the Public Library's Custodial Service Area 1; and

WHEREAS, County and Contractor desire to amend the Agreement in order to extend the term,

NOW THEREFORE, the parties hereby agree that Agreement No. 74134 is amended as follows:

1. Section V, Contract Responsibilities and Requirements, Sub-Section B.3, Extension is hereby added to the Agreement and will read as follows: Effective March 21, 2007, the Agreement is extended on a month-to-month basis not to exceed three months.

Except as expressly provided in this Amendment No. 8, all provisions, terms and conditions of the Agreement shall remain the same and in full force and effect.

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IN WITNESS WHEREOF, the County and the Contractor have hereunto subscribed their names by and through their officers thereunto duly authorized, as of the day, month, and year hereinabove first written.

THE COUNTY OF LOS ANGELES

By:_____
Margaret Donnellan Todd
County Librarian

MBM PROFESIONAL JANITORIAL SERVICES

By:_____
Sylvia Kwon
Senior Vice President

APPROVED AS TO FORM:

RAYMOND G. FORTNER, JR.
County Counsel

By: _____
David R. Beaudet
Deputy County Counsel