

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION:

- A) AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH KARLA'S JANITORIAL & SUPPLIERS FOR CUSTODIAL SERVICES AT VARIOUS COUNTY OWNED AND LEASED FACILITIES, EXTENDING THE TERM THROUGH JUNE 30, 2026, AND INCREASING THE NOT-TO-EXCEED AMOUNT UP TO \$324,493.68 FOR A NEW NOT-TO-EXCEED AMOUNT UP TO \$2,179,083.48; AND**
- B) AUTHORIZING THE COUNTY EXECUTIVE OFFICER, OR DESIGNEE, TO EXTEND THE TERM OF THE AGREEMENT ON A MONTH-TO-MONTH BASIS THROUGH OCTOBER 31, 2026 IF NECESSARY, FOR CONTINUITY OF CUSTODIAL SERVICES**
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RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the Department of Public Works (Department) is responsible for providing and managing contract custodial services for eleven County owned and leased facilities; and

WHEREAS, on September 28, 2021, this Board adopted Resolution No. 078455 authorizing an Agreement with Karla's Janitorial & Suppliers (Karla's) for contract custodial services for specific County facilities; and

WHEREAS, the Agreement provides for service at the following facilities: South County Facilities - East Palo Alto Government Building, Agriculture/Weights and Measures, Canyon Oaks, Vocational Rehabilitation; North County Facilities - Safe Harbor, Aging and Adult Services Warehouse, Human Services Agency on 92nd Avenue in Daly City, Adult Probation/Tax Collector/District Attorney and the Emancipated Youth Apartments in South San Francisco; and

WHEREAS, as authorized by Resolution No. 078455, the Director of Public Works executed Amendment Nos. 1 and 2 increasing the not-to-exceed amount by \$300,000 and extending the term of the Agreement through April 30, 2025; and

WHEREAS, the Department issued a request for proposals (RFP) for Custodial Services in January 2025 such that a recommendation for an agreement could be presented to the Board prior to April 30, 2025, however, the item was not considered by the Board; and

WHEREAS, on April 22, 2025, this Board adopted Resolution No. 081102, amending the Agreement to increase the not-to-exceed amount by \$255,609.72 for a new not-to-exceed amount of \$1,854,589.80 and extending the term through October 31, 2025; and

WHEREAS, on June 10, 2025, this Board adopted Resolution No. 081196 authorizing the County Executive Officer, or designee(s), to establish a contracting policy for janitorial service contracts awarded by the County and to report back to the Board regarding the status of the policy within six months; and

WHEREAS, Karla's contract expires on October 31, 2025, and their authorized funding will be fully utilized; and

WHEREAS, the Director of Public Works recommends an amendment increasing the not-to-exceed amount of the Agreement by up to \$324,493.68 for a new not-to-exceed amount up to \$2,179,083.48 and extending the term of the Agreement through June 30, 2026; and

WHEREAS, to ensure uninterrupted janitorial services and allow the Department adequate time to prepare a solicitation once the contracting policy is established, the Department recommends the County Executive Officer, or designee, be authorized to execute amendments if needed on a month-to-month basis as mutually agreed upon by both parties for an agreement term through October 31, 2026, if necessary; and

WHEREAS, this Board has considered and concurs with the recommendation of the Director of Public Works.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED as follows:

- 1) The President of this Board of Supervisors shall be, and is, hereby authorized and directed to execute said Amendment No. 4 to the Agreement with Karla's Janitorial & Suppliers on behalf of the County of San Mateo and the Clerk of this Board shall attest the President's signature thereto.
- 2) Authority is given to the County Executive Officer, or designee, to extend the term of the agreement on a month-to-month basis through October 31, 2026, if necessary, as mutually agreed upon by both parties, as long as the modified term or services is/are within the current or revised fiscal provision.

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