



County of San Mateo

Inter-Departmental Correspondence

Department: HEALTH

File #: 22-031

Board Meeting Date: 1/11/2022

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Louise F. Rogers, Chief, San Mateo County Health
Chester J. Kunnappilly, MD, Chief Executive Officer, San Mateo Medical Center

Subject: Amendment to Agreement with Excellent Maintenance Pro, Inc. to Provide Outpatient Janitorial Services.

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Excellent Maintenance Pro, Inc. to provide outpatient janitorial services, extending the term through September 30, 2024, and increasing the amount by \$2,500,000 to an amount not to exceed \$2,700,000.

BACKGROUND:

San Mateo Medical Center (SMMC) completed a Request for Proposals in July 2021 and Excellent Maintenance Pro, Inc. (Excellent) was chosen based on their experience and being the lowest priced vendor. On October 1, 2021 SMMC entered into a short-term agreement with Excellent in an amount not to exceed \$200,000 to eliminate gaps in services between the previous agreement and this newly awarded agreement.

DISCUSSION:

This amendment will extend the agreement to a three-year term providing services to Mike Nevin Health Center, Behavioral Health and Recovery Services, Women Infant and Children, South San Francisco Clinic, Fair Oaks Health Center, Sequoia Teen Wellness Center, Shasta Clinic, and Coastside Clinic. In addition, services have significantly increased to meet the Centers for Disease Control and Prevention (CDC) requirements related to COVID-19.

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

The resolution contains the County's standard provisions allowing amendment of the County fiscal obligations by a maximum of \$25,000 (in aggregate).

It is anticipated that clinics will be cleaned 100% of the time in adherence with contract guidelines, in accordance with Joint Commission and Infection Control Standards.

PERFORMANCE MEASURE:

Measure	FY 2021-22 Actual	FY 2022-23 Projected
Percentage of time clinics will be cleaned in adherence with contract guidelines, in accordance with Joint Commission and Infection Control Standards	100%	100%

FISCAL IMPACT:

The term of the amended agreement is October 1, 2021 through September 30, 2024. The amendment increases the amount payable under the agreement by \$2,500,000 to an amount not to exceed \$2,700,000 for the three-year term. Funds in the amount of \$675,000 are included in the SMMC FY 2021-22 Adopted Budget. Similar arrangements will be made for future years.

The payment provisions have increased 93% from the previous agreement due to the following: 19.5% increase in the base rate for services, increased scope for cleaning services per CDC requirements, and the addition of a supervisor to oversee the additional work required.

Expenses at SMMC are covered by fees for services or third-party payors whenever possible. The portion of expenses for services provided to the medically indigent or to those covered by programs that do not meet the full costs of care is covered by the County's General Fund contribution to SMMC and is within the existing annual appropriation.