

June 28, 2005

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT:** Authorization to award Professional Services Contract for janitorial services for seven county buildings

Dear Board Members:

**RECOMMENDATION:** Execute professional services contract with Ramfire Building Maintenance not to exceed \$73,740 plus 10% for additional services authorized by the Director of Public Works.

**SUMMARY:** In addition to the County's own janitorial services, we also contract with outside contractors. Currently, the County has ten janitorial service contracts that provide service to eleven County buildings. The contracts for seven of these buildings are expiring. To reduce costs and improve efficiency, seven contracts are being combined into one. This contract will cover the janitorial services for the following seven buildings for one year and is renewable for two additional years:

- County Radio, 2 Peter Behr Drive, San Rafael, CA
- County Roads, 4 Peter Behr Drive, San Rafael, CA
- County Garage, 6 Peter Behr Drive, San Rafael, CA
- County Health Clinic, 920 Grand Ave., San Rafael, CA
- Juvenile Hall, 16 Jeanette Prandi Way, San Rafael, CA
- Juvenile Service Center, 4 Jeanette Prandi Way, San Rafael, CA
- Jeanette Prandi Children's Center, 2 Jeanette Prandi Way, San Rafael, CA

**FISCAL IMPACT:** Funds are available in Account Number 172-2533

<b>REVIEWED BY:</b>	<input type="checkbox"/> Auditor Controller	<input checked="" type="checkbox"/> N/A
	<input checked="" type="checkbox"/> County Counsel	<input type="checkbox"/> N/A
	<input type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> N/A

Respectfully submitted,

Saaïd Fakhrazadeh  
Assistant Director

Attachment

c: Accounting