***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **June 14, 2022** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Dr. Sarah Collard, HHSA** | **Phone:** | **841-2761** |
| **Address:** | **818 S. Main Street, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Dr. Sarah Collard, Agency Director** |
| **Subject/Summary of Issue:** |
| Siskiyou County Health and Human Services Agency (HHSA) is seeking to increase the amount of the Contract with Jones Carpet Cleaning and Janitorial, Inc. to include cleaning services of 818 S. Main St. Building 3 (the old Genealogy building) now being occupied by the HHSA Social Services Division Fiscal department. This Addendum allows HHSA to increase the Contract in the amount of $7,500; $1,500 for FY 21-22 and $6,000.00 for FY 22-23.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 449364.00 |  |  |  |  |
| Fund:  | 2120 |  | Description: | Human Services | Org.: | 501010 | Description: | HS Admin |
| Account: | 714000 |  | Description: | Househld |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | Account 2120-501010 will increase by $8,641.03; $7,500 for the additional services.  |
| An additional $1,141.03 will move from 1001-103020 to 2120-501010 $163 for FY 21-22 and $978.03 for FY 22-23. |
| **Recommended Motion:** |
| That the Honorable Board of Supervisors approve and the Chair sign the Addendum to the Contract for for janitorial services between Siskiyou County Health and Human Services Agency and Jones Carpet Cleaning and Janitorial, Inc. for a term ending June 30, 2023 with a Not to Exceed amount of $449,364.00 |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021