***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **October 3, 2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Dr. Sarah Collard, HHSA** | **Phone:** | **841-4802** |
| **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 extend the term and increase amount of the Contract with Jones Carpet Cleaning and Janitorial, LLC. The current contract ends September 30, 2023, HHSA respectfully requests to extend the term to November 17, 2023. This is a multi-departmental contract, the total not exceed amount will be $508,008.26. with addition of Forty-eight (48) day to the term of the Contract.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $508,008.26 |  |  |  |  |
| Fund:  | see below |  | Description: |       | Org.: | See below | Description: |       |
| Account: | 714000 |  | Description: | Household |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | FY 23/24 amounts: 2120-501010 = $34,805.34; 2122-401030 = $16,283.71 |
| 2127-502055 = $ 128.22 2129-401031 163A = $3,879.21.; and 2134-401100 = $3,547.67  |
| **Recommended Motion:** |
| That the Honorable Board of Supervisors approve and the Chair sign the Second Addendum to the Contract for for janitorial services between Siskiyou County Health and Human Services Agency and Jones Carpet Cleaning and Janitorial, LLC. for a term ending November 17, 2023 with a Not to Exceed amount of $508,008.26 |
| **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