



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Health System

**DATE:** June 30, 2009  
**BOARD MEETING DATE:** July 14, 2009  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors

**FROM:** Jean S. Fraser, Chief, Health System  
Susan Ehrlich, MD, MPP, Interim Chief Executive Officer  
San Mateo Medical Center

**SUBJECT:** Amendment to the Agreement with Pacific Rim Building Services

**RECOMMENDATION:**

Adopt a Resolution authorizing the President of the Board to execute a third Amendment to the Agreement with Pacific Rim Building Services to provide janitorial services, five days per week, at the Fair Oaks Adult Clinic, the Fair Oaks Children's Clinic, the Methadone Clinic, the Sequoia Teen Wellness Center, the Willow Clinic and the South San Francisco Clinic, enhancing services and increasing the maximum amount payable by \$120,000 from \$255,010 to \$375,010, with no change in term.

**BACKGROUND:**

The original Agreement was approved by your Board on July 10, 2007 for a one year term. At that time your Board responded to concerns about health coverage for the employees of the contractor and those questions were answered.

An Amendment to the Agreement was approved by the Chief Executive Officer, San Mateo Medical Center (SMMC) on December 12, 2007, which added custodial services at the Willow Clinic to the scope of the Agreement for a four month period and increased the maximum amount payable by \$11,650 from \$85,072.50 to \$96,722.50.

On July 8, 2008, your Board approved a second Amendment which added the



Willow Clinic for the remainder of the contract period and the South San Francisco Clinic for 18 months, beginning October 1, 2008. The Amendment also increased the maximum amount payable under the contract by \$158,288, from \$96,722 to \$255,010 and extended the term by two years, through April 14, 2010.

**DISCUSSION:**

The contract scope is being expanded to provide additional services required by the recent remodeling and clinic expansion at Fair Oaks Children's Clinic and the move of the Sequoia Teen Wellness Center. Additional cleaning services, including carpet cleaning in all carpeted areas; stripping and waxing floors in all exam rooms and restrooms; and pre-spotting and cleaning patient lobby areas will be provided at the Willow Clinic and the South San Francisco Clinic. This Third Amendment is required to accommodate these additional services.

County Counsel has reviewed and approved this Amendment to the Agreement.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

Approval of this Agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing clean and sanitary environments for patients and employees.

**Performance Measure:**

<b>Measure</b>	<b>FY 2008-09 Actual</b>	<b>FY 2009-10 Projected</b>
<b>Work completed on time</b>	<b>97%</b>	<b>98%</b>

**FISCAL IMPACT:**

The term of the Agreement remains April 15, 2007 through April 14, 2010. The amount payable under the Agreement is increased by \$120,000 from \$255,010 for a new maximum obligation of \$375,010. Funds to pay for these services are included in the SMMC FY 2008-09 Adopted Budget and in the tentatively Adopted FY 2009-10 Budget. 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 are covered by the County's General Fund contribution to SMMC.

Subsequent to the final adoption of the State budget it may be necessary to make changes to this contract in order to reflect legislative action. This contract is recommended to your Board at this time in order to provide a continuity of services to the community until final funding levels can be determined. The contract provides that the County may reduce the scope of the contract to reflect any shortfall in funding from State or federal budget allocations.