



## COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

### SUMMARY REPORT

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**Agenda Date:** 9/13/2022

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**To:** Boards of Directors, Sonoma County Water Agency, Russian River County Sanitation District, Sonoma Valley County Sanitation District

**Department or Agency Name(s):** Sonoma County Water Agency, Russian River County Sanitation District, Sonoma Valley County Sanitation District

**Staff Name and Phone Number:** Danny Colvin / 707-547-1062

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

Janitorial and Maintenance Services

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager acting on behalf of Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District to execute an agreement with James Furuli Investment Company, Inc., dba Environmental Dynamics dba Total Building Maintenance, in a form approved by County Counsel, for janitorial and maintenance services through September 30, 2024, in the not-to-exceed amount of \$449,272.

**Executive Summary:**

Sonoma County Water Agency, Russian River County Sanitation District, and Sonoma Valley County Sanitation District (collectively "Sonoma Water") require janitorial and maintenance services at a variety of locations throughout the county. Through the proposed agreement, services will be provided through September 30, 2024.

**Discussion:**

**HISTORY OF ITEM/BACKGROUND**

Sonoma Water requires janitorial and maintenance services at each of its six facilities. Most facilities require service at the end of each business day. The facilities involved include, but are not limited to, the following:

- a. Administration Offices, 404 Aviation Boulevard, Santa Rosa, CA
- b. Operations and Maintenance Offices, 204 Concourse Boulevard, Santa Rosa, CA
- c. Sonoma County Water Agency Fisheries Environmental Lab, 800 and 806 Aviation Boulevard, Santa Rosa, CA
- d. Water Education Building, 9703 Wohler Road, Forestville, CA
- e. Sonoma Valley County Sanitation District Treatment Plant, 22675 8th Street, Sonoma, CA
- f. Russian River County Sanitation District Treatment Plant, 18400 Neely Road, Guerneville, CA

**SELECTION PROCESS**

James Furuli Investment Company, Inc., dba Environmental Dynamics dba Total Building Maintenance ("Service Provider"), was selected from a list of qualified consultants developed from a competitive selection process. Attached is a memo that explains the competitive selection process.

Service Provider was selected because Service Provider meets the evaluation criteria and has a great deal of experience in this field. Additionally, Service Provider has successfully worked with Sonoma Water in the past and is familiar with Sonoma Water processes, procedures, and facilities.

Sonoma Water may seek to amend or enter into subsequent agreement(s) with Board approval if required, relying upon this competitive selection process.

**SERVICES TO BE PERFORMED**

Under the proposed agreement, Service Provider will clean and restock restrooms; sweep, mop, or vacuum floors, as appropriate; dust office furniture; empty wastebaskets; minor painting, wall repair, carpet repair, deep cleaning, pressure washing, and other general janitorial and maintenance services.

The cost of services will not exceed \$449,272; the term end date is September 30, 2024.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Service Provider thirty days in advance of the expiration date of the agreement and of the first extension option.

**County of Sonoma Strategic Plan Alignment:**

N/A

**Sonoma Water Strategic Plan Alignment**

Facilities, Goal 1: Provide safe, secure and efficient buildings and facilities.

Janitorial and maintenance services for Sonoma Water facilities helps maintain the safety and efficiency of existing spaces.

**Prior Board Actions:**

08/04/2020: Authorized Sonoma Water's General Manager to execute an agreement with James Furuli Investment Company, Inc., dba Environmental Dynamics dba Total Building Maintenance to provide janitorial and maintenance services for the amount of \$406,000, term end June 30, 2022.

8/14/2018: Authorizes Sonoma Water's General Manager to execute an agreement with James Furuli Investment Company, Inc., dba Environmental Dynamics dba Total Building Maintenance to provide janitorial and maintenance services for the amount of \$300,000, term end June 30, 2020.

04/26/2016: Authorized Sonoma Water's General Manager to execute an agreement with James Furuli Investment Company, Inc., dba Environmental Dynamics dba Total Building Maintenance to provide janitorial and maintenance services for the amount of \$300,000, term end April 30, 2018.

03/10/2015: Second Amendment to joint agreement with City of Santa Rosa to provide janitorial and maintenance services. Additional Cost \$131,320.80; new term end date February 28, 2016.

03/26/2013: Authorized Chair to execute a joint agreement with City of Santa Rosa to provide janitorial and maintenance services; Cost \$274,795; term end February 28, 2015.

**FISCAL SUMMARY**

Expenditures	FY 22-23 Adopted	FY23-24 Projected	FY 24-25 Projected
Budgeted Expenses	\$168,477	\$224,636	\$56,159
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$168,477</b>	<b>\$224,636</b>	<b>\$56,159</b>
<b>Funding Sources</b>			
General Fund/WA GF			

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State/Federal			
Fees/Other	\$168,477	\$224,636	\$56,159
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$168,477</b>	<b>\$224,636</b>	<b>\$56,159</b>

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$168,477 is available from FY 2022/2023 appropriations for the Facilities Fund (\$151,608), Water Transmission O&M Fund (\$6,328), Sonoma Valley County Sanitation District Operations Fund (\$5,833), and Russian River County Sanitation District Operations Fund (\$4,708). FY 2023/2024 and FY 2024/2025 appropriations will be budgeted in those fiscal years.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1: Selection Memo

**Related Items "On File" with the Clerk of the Board:**

None