

8101

January 9, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AMENDMENT TO AGREEMENT WITH UNICCO SERVICE COMPANY FOR THE PLANT MAINTENANCE AND REPAIR SERVICES TO THREE COMPREHENSIVE HEALTH CENTERS (1st and 2nd Districts) (3 Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Chair to sign the attached Amendment No. 2 to Agreement No. 70911 with UNICCO Service Company for the provision of plant maintenance and repair services to El Monte, H. Claude Hudson, and Edward R. Roybal Comprehensive Health Centers, effective February 1, 2003 through July 31, 2004. The total estimated maximum obligation of the County, for the term of the agreement, shall not exceed \$2,180,551. If additional monies are available, the contract authorizes the Director of Health Services to request additional services, not to exceed 10% of the contract amount.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

In approving this action, the Board is authorizing the continued provision of plant maintenance and repair services by UNICCO Service Company (UNICCO) to El Monte, H. Claude Hudson (Hudson) and Edward R. Roybal (Roybal) Comprehensive Health Centers (CHCs).

The Department of Health Services (Department or DHS) has been contracting out plant maintenance and repair services under provisions of County Code 2.121.250, *et seq.*, "Contracting with Private Business" (Proposition A) since October 1987. Contracting under Proposition A guidelines was originally determined to be cost-effective and operationally feasible for the provision of plant maintenance and repair services. The provision of these services continues to be necessary.

The current agreement is slated to expire on January 31, 2003.

Existing County policy and procedures require the timely submission of contracts for Board approval. However, this request for approval of this amendment was not scheduled for placement on the Board's agenda three weeks prior to its effective date as required, due to issues regarding inclusion of new language into the agreement. Most of the new language that needed to be included required unforeseen extensive negotiations between the Department and the contractor.

FISCAL IMPACT/FINANCING:

The estimated total cost for the continued provision of contract services during this extension period, commencing on February 1, 2003 and continuing through July 31, 2004, is \$2,180,551. If additional monies are available, the contract authorizes the Director of Health Services to request additional services, not to exceed 10% of the contract amount.

Funding for this agreement is included in the Fiscal Year (FY) 2002-03 Adopted Budget and will be requested as a continuing appropriation in future fiscal years' budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Plant maintenance and repair services are defined as routine, recurring, and usual work for the preservation, protection and keeping of the CHC facilities for their intended purpose in a safe and continually useable condition. Facilities include buildings, structures, ground facilities, utility systems, and real property. These services include, but are not limited to, carpentry, electrical, air conditioning, heating, painting of interior surfaces, plumbing, glazing and other craft work, including repair, cleaning and other operations on machinery and equipment attached to the building or property.

On January 14, 1992, the Board approved an agreement with Ogden Allied Eastern States Maintenance Corporation (now UNICCO) to provide plant maintenance and repair services for El Monte, Hudson and Roybal CHCs.

On July 29, 1997, the Board approved another agreement with UNICCO as a result of a competitive Request for Proposals (RFP) process initiated in November 1996.

On August 7, 2001, the Board approved amendment No. 1 to permit expansion of the provision of plant maintenance and repairs services to the extended clinic hours and Saturday services authorized to the CHCs as part of the Board approved 1115 Waiver initiative concerning DHS' commitment to maintain 3 million ambulatory visits annually.

On August 1, 2002, the agreement was extended through January 31, 2003 under the delegated authority provided in the agreement.

Amendment No. 2 will allow UNICCO to continue providing the plant maintenance and repair services to the CHCs facilities, effective February 1, 2003 and continue through July 31, 2004, and provide time for the Department to initiate and complete a competitive solicitation process. The agreement may be terminated at any time by the County with thirty (30) days advance written notice to the contractor.

There is no employee impact. The contractor will accept referrals of County employees from the County's Human Resources staff throughout the term of the agreement.

The Honorable Board of Supervisors  
January 9, 2003  
Page 3

The Board's approval of this amendment will have no impact to DHS' reorganization, because the CHC facilities will remain open for the provision of these services.

Contract monitoring functions are performed by the Department's Inspection and Compliance Division and the CHCs administrative staff.

New required language to comply with the County Ordinances, such as the compliance with the County's Jury Service Program, Health Insurance Portability and Accountability Act and others have been included in the amendment.

Attachments A provides additional information.

The attached amendment has been approved as to form by County Counsel.

CONTRACTING PROCESS:

UNICCO was selected following a competitive RFP solicitation process conducted by DHS in November 1996. The Board approved a five-year contract on July 29, 1997. This amendment will become effective February 1, 2003 and continue through July 31, 2004.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

The recommended amendment will assure the continued provision of plant maintenance and repair services at the three CHCs.

When approved, this Department requires four signed copies of the Board's action.

Respectfully submitted,

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:pm

Attachments (1)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Auditor Controller

BLET/brdltrunicco.wpd

**SUMMARY OF AGREEMENT**

1. TYPE OF SERVICE:

Plant maintenance and repair services at El Monte, H. Claude Hudson and Edward R. Roybal Comprehensive Health Centers (CHCs).

2. AGENCY ADDRESS AND CONTACT PERSON:

UNICCO Service Company  
43 Route 46 East  
Pine Brooke, NJ 07058  
Attention: Roger Flech  
Telephone: (973) 244-8515

3. TERM:

Amendment No. 2 to the existing agreement will become effective February 1, 2003 and continue through July 31, 2004.

4. FINANCIAL INFORMATION:

The estimated total cost for the continued provision of contract services during this extension period, commencing on February 1, 2003 through July 31, 2004, is \$2,180,551. If additional monies are available, the contract authorizes the Director of Health Services to request additional services, not to exceed 10% of the contract amount.

5. PROGRAM INFORMATION:

The amendment will allow for the continued provision of essential plant maintenance and repair services at the three CHCs.

6. APPROVALS:

LAC+USC Medical Center:	Dave Runke, Acting CEO
Contracts and Grants Division:	Riley J. Austin, Acting Chief
County Counsel (approval as to form):	Nina J. Webster, Principal Deputy County Counsel

AGREEMENT FOR MAINTENANCE REPAIR SERVICES

AMENDMENT NO. 2

THIS AMENDMENT is made and entered into this \_\_\_\_ day  
of \_\_\_\_\_, 2003,

by and between the

COUNTY OF LOS ANGELES  
(hereafter "County"),

and

UNICCO SERVICE COMPANY (hereafter  
"Contractor").

WHEREAS, reference is made to that certain document entitled  
"AGREEMENT FOR MAINTENANCE REPAIR SERVICES", dated July 29, 1997,  
and further identified as County Agreement No. 70911, and  
Amendment No. 1 (all hereafter referred to as "Agreement"); and

WHEREAS, Agreement was slated to expire on July 31, 2002, but  
was extended under the delegation authority provided in Agreement,  
and is now scheduled to expire on January 31, 2003.

WHEREAS, it is the desire of the parties to extend the term  
of the Agreement on a month to month basis for a maximum of  
eighteen additional months or through July 31, 2004; and

WHEREAS, Agreement provides that changes may be made in the  
form of a written amendment which is formally approved and  
executed by the parties.

NOW, THEREFORE, the parties hereby agree as follows:

1. Paragraph 1, TERM, of the body of Agreement shall be  
amended to add Subparagraph F to read as follows:

"F. Notwithstanding any other provision of this Paragraph 1, effective February 1, 2003, Agreement shall be extended on a month to month basis through July 31, 2004. This Agreement shall expire on July 31, 2004 unless terminated earlier as provided herein. All provisions of the Agreement in effect on January 31, 2003 shall remain in effect for the extension period. During the extended term (February 1, 2003 through July 31, 2004), Contractor shall be compensated as specified for Maintenance and Repair Services, as set forth in Exhibit B (Billing and Payment).

2. Schedule I-A, (Contractor's Line Item Budgets) shall be revised and replaced with new Schedule I-B attached hereto and incorporated herein by reference, effective February 1, 2003. This new Schedule I-B also reflects the new 18-month period Basic Monthly Charge.

3. Effective February 1, 2003, Paragraph 3, MAXIMUM OBLIGATION of the body of Agreement shall be amended to read:

"3. MAXIMUM OBLIGATION OF COUNTY: The maximum obligation of County for Contractor's performance during the term set forth in Paragraph 1F above, shall not exceed Two Million One Hundred Eighty Thousand Five Hundred Fifty Dollars (\$2,180,550).

If sufficient monies other than the maximum obligation monies under this agreement are available, and upon Director's specific approval, County may require additional services as described below, including alterations and

improvements, and authorize payments not to exceed ten percent (10%) above County's maximum obligation."

4. Effective February 1, 2003, Exhibit B, BILLING AND PAYMENT, Subparagraph A of Paragraph 2, Inflation Adjustments and Contractor's Future Contract Year Budgets, shall be amended as follows:

"A. Contractor's Annual Fixed Reimbursement Amount may be adjusted contingent on the availability of funds at County's sole discretion for inflation at the end of each Contract Year for the following Contract Year, by using the average salary percentage movement granted to County Employees or the Consumer Price Index for All Urban Consumers (CPI-U) as originally released by the United States Department of Labor Statistics, Western Region, Los Angeles, Anaheim-Riverside area, for the preceding September to September period, whichever is less. In no event shall the Contract Year Budget adjustment exceed five (5) percent."

5. Effective February 1, 2003, Exhibit A, PERFORMANCE WORK STATEMENT, Subparagraph 5 of Paragraph 10.5, Alterations and Improvements (A&I) shall be amended as follows:

"- These A&I projects involve costs which are not a part of this contract's scope of work and County shall reimburse Contractor on a job-by-job basis upon completion and approval by the Administrator pursuant to the authority and limitations set forth in the above Paragraph 3, Maximum Obligation."

6. Section 10.7 Additional Services, shall be added to Exhibit A-Performance Work Statement, of the Agreement to read as follows:

"10.7 Additional Services.

County may require additional services as provided for above in Section 3, MAXIMUM OBLIGATION. Additional services may include, regular maintenance and repair services which are requested by the Director to be done outside of normal hours of operation to avoid interference with patient care, Alterations and Improvements as defined herein, and other services not included in this Performance Work Statement."

7. Paragraph 57, CONTRACTOR RESPONSIBILITY AND DEBARMENT, shall be added as follows:

"57. CONTRACTOR RESPONSIBILITY AND DEBARMENT:

A. A responsible contractor is a contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is County's policy to conduct business only with responsible contractors.

B. Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if County acquires information concerning the performance of Contractor under this Agreement or other contracts, which indicates that Contractor is not responsible, County may in addition to other remedies provided under this



Agreement, debar Contractor from bidding on County contracts for a specified period of time not to exceed three (3) years, and terminate this Agreement and any or all existing contracts Contractor may have with County.

C. County may debar Contractor if the Board of Supervisors finds, in its discretion, that Contractor has done any of the following: (1) violated any term of this Agreement or other contract with County, (2) committed any act or omission which negatively reflects on Contractor's quality, fitness, or capacity to perform a contract with County or any other public entity, or engaged in a pattern or practices which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against County or any other public entity.

D. If there is evidence that Contractor may be subject to debarment, Director will notify Contractor in writing of the evidence which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before County's Contractor Hearing Board.

E. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor or Contractor's representative, or both, shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing

Board shall prepare a proposed decision, which shall contain a recommendation regarding whether Contractor should be debarred, and, if so, the appropriate length of time of the debarment. If Contractor fails to avail itself of the opportunity to submit evidence to the Contractor Hearing Board, Contractor shall be deemed to have waived all rights of appeal.

F. A record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right at its sole discretion to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.

G. These terms shall also apply to any subcontractors, vendor, or principal owner of Contractor, as defined in Chapter 2.202 of the County Code."

8. Paragraph 58, USE OF RECYCLED-CONTENT PAPER PRODUCTS, shall be added as follows:

"58. USE OF RECYCLED-CONTENT PAPER PRODUCTS: Consistent with the Board of Supervisors' policy to reduce the amount of solid waste deposited at the County landfills, the Contractor agrees to use recycled-content paper to the maximum extent possible on the project."

9. Paragraph 59, COMPLIANCE WITH THE COUNTY'S JURY SERVICE PROGRAM, shall be added as follows:

"59. COMPLIANCE WITH THE COUNTY'S JURY SERVICE PROGRAM:

This Contract is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

A. Unless Contractor has demonstrated to the County's satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), Contractor shall have and adhere to a written policy that provides that its Employees shall receive from the Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.

B. For purposes of this Section, "Contractor" means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident

who is a full time employee of Contractor. "Full time" means 40 hours or more worked per week, or a lesser number of hours if: 1) The lesser number is a recognized industry standard as determined by the County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor, uses any subcontractor to perform services for the County under the Contract, the subcontractor shall also be subject to the provisions of this Section. The provisions of this Section shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the agreement.

C. If Contractor is not required to comply with the Jury Service Program when the Contract commences, Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor shall immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the Program. In either event, Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any

time during the Contract and at its sole discretion, that Contractor demonstrate to the County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Program.

D. Contractor's violation of this Section of the contract may constitute a material breach of the Contract. In the event of such material breach, County may, in its sole discretion, terminate the Contract and/or bar Contractor from the Award of future County contracts for a period of time consistent with the seriousness of the breach. Contractor shall submit to County a completed County of Los Angeles Contractor Employee Jury Service Program Application for Exception and Certification Form (AEACF Exhibit O)."

10. Paragraph 60, CONTRACTOR'S OBLIGATIONS AS "OTHER" THAN "BUSINESS ASSOCIATE" OR "NON BUSINESS ASSOCIATE" UNDER THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT, shall be added to Agreement, as follows:

"60. CONTRACTOR'S OBLIGATIONS AS "OTHER" THAN "BUSINESS ASSOCIATE" OR "NON ASSOCIATE" UNDER THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT: Contractor expressly acknowledges and agrees that the provision of services under this agreement does not require or permit access by Contractor or any of its employees to any patient medical

records. Accordingly, Contractor shall instruct its employees that they are not to pursue or gain access to patient medical records for any reason whatsoever.

Notwithstanding the foregoing, the parties acknowledge that, in the course of the provision of services hereunder, Contractor or its employees may have inadvertent access to patient medical records. Contractor understands and agrees that neither it nor its employees are to take advantage of such access for any purpose whatsoever. Additionally, in the event of such inadvertent access, Contractor and its employees shall maintain the confidentiality or any information obtained and shall notify hospital supervisory personnel that such access has been gained immediately or upon the first reasonable opportunity to do so.

In the event of any access, whether inadvertent or intentional, Contractor shall indemnify, defend, and hold harmless County, its officers, employees, and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees) arising from or connected with Contractor's or its employees' access to patient medical records, Contractor agrees to provide appropriate training to its employees regarding their obligations in this regard."

11. Paragraph 61, NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF CONTRACT, shall be added to Agreement,

as follows:

"61. NO PAYMENT FOR SERVICES PROVIDED FOLLOWING EXPIRATION/TERMINATION OF CONTRACT: Contractor shall have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration or other termination of this Contract. Should Contractor receive any such payment it shall immediately notify County and shall immediately repay all such funds to County. Payment by County for services rendered after expiration/termination of this Contract shall not constitute a waiver of County's right to recover such payment from Contractor. This provision shall survive the expiration or other termination of this Contract."

12. This Amendment No. 2 shall be effective on February 1, 2003.

13. Except for the changes set forth hereinabove, Agreement shall not be changed in any other respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its

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Chair and seal of said Board to be hereto affixed and attested by Executive Officer of the Board of Supervisors thereof, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Chair, Board of Supervisors

UNICCO SERVICE COMPANY  
Contractor

By \_\_\_\_\_  
Title \_\_\_\_\_

(AFFIX CORPORATE SEAL HERE)

ATTEST:

Violet Varona-Lukens, Executive  
Officer of the Board of  
Supervisors of the County of  
Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL  
LLOYD W. PELLMAN  
County Counsel

By \_\_\_\_\_  
Deputy

APPROVED AS TO CONTRACT  
ADMINISTRATION:  
Department of Health Services

APPROVED AS TO PROGRAM:  
Department of Health Services

By \_\_\_\_\_  
Acting Chief, Contracts and  
Grants Division

By \_\_\_\_\_  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical  
Officer of Health Services

AMEND/CD2540.BD  
bd:1/8/02

SCHEDULE I-B

CONTRACTOR'S LINE ITEM BUDGETS  
SUMMARY OF COSTS

EL MONTE, EDWARD R. ROYBAL AND H. CLAUDE HUDSON  
COMPREHENSIVE HEALTH CENTERS

	<u>18-Month Period</u>
El Monte CHC	\$ 728,456
Edward R. Roybal CHC	\$ 723,638



H. Claude Hudson CHC	\$ <u>728,456</u>
Total Annual Amount	<u><u>\$2,180,550</u></u>
Basic Monthly Charge	\$ 121,141.67

DHS MAINTENANCE AND REPAIR SERVICES AT EL MONTE CHC  
CONTRACTOR'S 18-MONTH LINE ITEM BUDGET

<u>DIRECT COSTS</u>	<u>BUDGETED COSTS</u>
- Labor (Management/Staffing)	
. Salaries and Wages	\$ <u>416,044</u>
. Employee Benefits	<u>40,943</u>
. Health Insurance	<u>42,466</u>
Subtotal Labor	\$ <u>499,453</u>
- Services and Supplies (S & S)	
. Services and Supplies	\$ <u>76,964</u>
. Materials	<u>80,123</u>
. Other S & S (specify)	<u>- 0 -</u>
Subtotal Services and Supplies	\$ <u>157,087</u>
- Equipment <sup>(1)</sup>	
. New	\$ <u>3,750</u>
. Replacement	<u>1,500</u>
. Lease	<u>1,500</u>
. Installation (if any)	<u>-0-</u>
. Other (specify)	<u>-0-</u>
Subtotal Equipment	\$ <u>6,750</u>

LINE ITEM BUDGET - DHS MAINTENANCE AND REPAIR (Cont'd)

- Other Direct Costs		
. Utilities	\$ <u>- 0 -</u>	
. Maintenance	<u>- 0 -</u>	
. Alterations and Repairs (if any)	<u>- 0 -</u>	
. Other (specify)	<u>- 0 -</u>	
Subtotal Other Direct Costs		\$ <u>- 0 -</u>
- Start-up Costs		\$ <u>- 0 -</u>
Total Direct Costs		\$ <u>663,290</u>

INDIRECT COSTS

. General and Administrative (Overhead)	\$ <u>47,341</u>	
. Management Support Costs, (if applicable)	<u>-0-</u>	
. Gross Profit/Fee (specify)	<u>17,825</u>	
Total Indirect Costs		\$ <u>65,166</u>

GRAND TOTAL DIRECT AND INDIRECT COSTS/ \$ 728,456  
EXPENSES (FIXED REIMBURSEMENT AMOUNT)

PER HOUR RATE FOR EXTRA HOURS AMOUNT<sup>(2)</sup> S.T. \$ 67.09 O.T. \$ 102.84

DHS MAINTENANCE AND REPAIR SERVICES AT HUDSON CHC  
CONTRACTOR'S 18-MONTH LINE ITEM BUDGET

DIRECT COSTS

BUDGETED COSTS

- Labor (Management/Staffing)		
. Salaries and Wages	\$ <u>416,044</u>	
. Employee Benefits	<u>40,943</u>	
. Health Insurance	<u>42,466</u>	
Subtotal Labor		\$ <u>499,453</u>
- Services and Supplies (S & S)		
. Services and Supplies	\$ <u>76,964</u>	
. Materials	<u>80,123</u>	
. Other S & S (specify)	<u>- 0 -</u>	
Subtotal Services and Supplies		\$ <u>157,087</u>
- Equipment <sup>(1)</sup>		
. New	\$ <u>3,750</u>	
. Replacement	<u>1,500</u>	
. Lease	<u>1,500</u>	
. Installation (if any)	<u>-0-</u>	
. Other (specify)	<u>-0-</u>	
Subtotal Equipment		\$ <u>6,750</u>

LINE ITEM BUDGET - DHS MAINTENANCE AND REPAIR (Cont'd)

- Other Direct Costs		
. Utilities	\$ <u>- 0 -</u>	
. Maintenance	<u>- 0 -</u>	
. Alterations and Repairs (if any)	<u>- 0 -</u>	
. Other (specify)	<u>- 0 -</u>	
Subtotal Other Direct Costs		\$ <u>- 0 -</u>
- Start-up Costs		\$ <u>- 0 -</u>
Total Direct Costs		\$ <u>663,290</u>

INDIRECT COSTS

. General and Administrative (Overhead)	\$ <u>47,341</u>	
. Management Support Costs, (if applicable)	<u>-0-</u>	
. Gross Profit/Fee (specify)	<u>17,825</u>	
Total Indirect Costs		\$ <u>65,166</u>

GRAND TOTAL DIRECT AND INDIRECT COSTS/ \$ 728,456  
EXPENSES (FIXED REIMBURSEMENT AMOUNT)

PER HOUR RATE FOR EXTRA HOURS AMOUNT<sup>(2)</sup> S.T. \$ 67.09 O.T. \$ 102.84

DHS MAINTENANCE AND REPAIR SERVICES AT ROYBAL CHC  
CONTRACTOR'S 18-MONTH LINE ITEM BUDGET

DIRECT COSTS

BUDGETED COSTS

- Labor (Management/Staffing)		
. Salaries and Wages	\$ <u>416,043</u>	
. Employee Benefits	<u>40,943</u>	
. Health Insurance	<u>42,466</u>	
Subtotal Labor		\$ <u>499,453</u>
- Services and Supplies (S & S)		
. Services and Supplies	\$ <u>72,146</u>	
. Materials	<u>80,123</u>	
. Other S & S (specify)	<u>- 0 -</u>	
Subtotal Services and Supplies		\$ <u>152,269</u>
- Equipment <sup>(1)</sup>		
. New	\$ <u>3,750</u>	
. Replacement	<u>1,500</u>	
. Lease	<u>1,500</u>	
. Installation (if any)	<u>-0-</u>	
. Other (specify)	<u>-0-</u>	
Subtotal Equipment		\$ <u>6,750</u>

LINE ITEM BUDGET - DHS MAINTENANCE AND REPAIR (Cont'd)

- Other Direct Costs		
. Utilities	\$ <u>- 0 -</u>	
. Maintenance	<u>- 0 -</u>	
. Alterations and Repairs (if any)	<u>- 0 -</u>	
. Other (specify)	<u>- 0 -</u>	
Subtotal Other Direct Costs		\$ <u>- 0 -</u>
- Start-up Costs		\$ <u>- 0 -</u>
Total Direct Costs		\$ <u>658,472</u>

INDIRECT COSTS

. General and Administrative (Overhead)	\$ <u>47,341</u>	
. Management Support Costs, (if applicable)	<u>-0-</u>	
. Gross Profit/Fee (specify)	<u>17,825</u>	
Total Indirect Costs		\$ <u>65,166</u>

GRAND TOTAL DIRECT AND INDIRECT COSTS/ \$ 723,638  
EXPENSES (FIXED REIMBURSEMENT AMOUNT)

PER HOUR RATE FOR EXTRA HOURS AMOUNT<sup>(2)</sup> S.T. \$ 67.09 O.T. \$ 102.84

DHS MAINTENANCE AND REPAIR (Cont'd)

- (1) The costs of any equipment to be acquired by Contractor by purchase or lease shall be depreciated fully on a straight line basis over the period from the date of acquisition by Contractor to and including the expiration date of any resultant contract. Only the first contract year costs, i.e., 12 months of depreciation (equipment) is shown on the Line Item Budget.
- (2) The County reserves the option to provide these services or to obtain these services from another vendor.

AMEND/CD2540.BD  
bd:1/8/02