



# AGENDA STAFF REPORT

Control: 26001161

**MEETING DATE:** 04/28/2026

**LEGAL ENTITY TAKING ACTION:** Board of Supervisors

**BOARD OF SUPERVISORS DISTRICT(S):** District 2 and District 3

**SUBMITTING AGENCY/DEPARTMENT:** Sheriff-Coroner

**DEPARTMENT CONTACT PERSON(S):** Nathan Wilson, 714-647-1833  
Mark Alsobrook, 949-249-5001

**SUBJECT:** Approve Amendment Number Two to the US Metro Group, Inc. Contract

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

<b>Budgeted:</b> Yes	<b>Current Year Cost:</b> \$94,476	<b>Annual Cost:</b> FY 2026-27 \$91,524
<b>Staffing Impact:</b> No		<b>Sole Source:</b> No
<b>Current Fiscal Year Revenue:</b> N/A	<b>Funding Source:</b> GF: 100%	<b>County Audit in Last 3 years:</b> No

**Levine Act Review**

**Completed?** Yes

**Prior Board Action:** 4/8/2025 #10, 9/10/2024 #10

**RECOMMENDED ACTION(S):**

Approve Amendment Number Two to the subordinate contract with US Metro Group, Inc. for Janitorial Services and authorize the County Procurement Officer or Deputized designee to execute the Amendment after consent and approval have been obtained from the required State agencies, in the amount of \$186,000, for a total cumulative contract amount of \$2,112,104.

**SUMMARY:**

Approval of the increase to the subordinate contract with US Metro Group, Inc. for Janitorial Services will allow the James A. Musick Facility to be added to the contract to support a safe and healthy environment for the Sheriff-Coroner Department Jail Facilities staff, and the public.

**BACKGROUND INFORMATION:**

Janitorial services are required in all County of Orange (County) facilities to maintain the health and safety of the public and County staff. The Sheriff-Coroner Department (Sheriff) needs Janitorial Services at all of its jail facilities in order to maintain the health and safety of Sheriff staff, and the public. These Janitorial Services are for staff areas and areas accessible to the public and not for the inmate quarters. The restrooms must be sanitized daily, office areas dusted, glass cleaned, and all trash receptacles emptied. Hard surface flooring must be maintained to prevent slips and falls. In addition, toilet seats and male and female locker rooms must be swept and mopped. These janitorial services include the dusting and mopping of composition floors and high traffic areas, vacuuming carpets weekly,

dusting of desk and office furniture, cleaning of table glass, emptying of wastebaskets and rubbish bins, and wiping of doors, doorknobs and switches to remove fingerprints and smudges. This subordinate contract allows Sheriff to contract with US Metro Group, Inc. (US Metro) for janitorial services seven days a week. Due to the sensitive nature of Sheriff operations, these janitorial services will be performed in the presence and escort of a designated Sheriff employee, who may provide instruction or clarification regarding the janitorial services.

<u>Board of Supervisors (Board) Approved</u>	<u>Amendment Number or Contract</u>	<u>Contract Term</u>	<u>Contract Amount</u>	<u>Comments</u>
9/10/24	Contract	9/13/24 - 8/31/26	\$1,733,956	Board approved the subordinate contract against the County Procurement Office's Regional Cooperative Agreement RCA-017-22010002 with US Metro for janitorial services at Sheriff jail facilities.
4/8/25	One	9/13/24 - 8/31/26	\$192,148	Amendment Number One to add the Theo Lacy facility and increase the contract amount by \$192,148, was approved by the Board.

Sheriff now requests Board approval to execute Amendment Number Two to the subordinate contract with US Metro as noted in the Recommended Action. The \$186,000 increase to the contract amount will allow Sheriff to add the James A. Musick facility.

Pursuant to the Facility Sublease for the James A. Musick Facility, consent and approval of third-party service agreements are needed from two State of California agencies: the State Public Works Board and the Department of Corrections and Rehabilitation. Specific conditions required by these agencies were incorporated in this Amendment Number Two, including insertion of a signature page for the State signatories. Said agencies have reviewed the draft and desire to be the last to execute the Amendment.

Contractor’s performance has been confirmed as satisfactory. The Orange County Preference Policy was not applicable to this Amendment Number Two. Sheriff has verified there are no concerns that must be addressed with respect to the contractor's ownership/name, litigation status or conflicts with County interests. This contractor does not currently include subcontractors or pass through to other providers. See Attachment B for the Contract Summary Form.

**Compliance with CEQA:** The proposed project was previously determined to be Categorical Exempt from CEQA pursuant to Section 15301 (Class 1) of the CEQA Guidelines on May 22, 2018, when it was originally approved. CEQA Guidelines Section 15301 provides for the exemption of maintenance and repair of existing public facilities.

**FINANCIAL IMPACT:**

Appropriations for this contract are included in the Sheriff-Coroner's FY 2025-26 Budget for Budget Control 060 and will be included in the budgeting process in future years. The proposed contract is contingent upon funding availability. In the event funding is reduced or terminated, the County may renegotiate the level of services and/or terminate the contract, as necessary.

**STAFFING IMPACT:**

N/A

**REVIEWING AGENCIES/DEPARTMENTS:**

N/A

**ATTACHMENTS:**

Attachment A - Amendment Number Two to Contract MA-060-24011667

Attachment B - Contract Summary Form