



COUNTY OF HUMBOLDT

For the meeting of: 3/17/2020

File #: 20-284

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

SUBJECT:

Contract with Mission Linen Supply for County-Wide Linen and Laundry Services

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Purchasing Agent to execute a contract with Mission Linen Supply for linen and laundry services in the form of the attached contract approved as to form by County Counsel, Human Resources Risk Management and signed by vendor for an initial period of five years.

SOURCE OF FUNDING:

Various funds

DISCUSSION:

Mission Linen Supply has been providing linen and laundry services for county locations beginning April 8, 2013 under a five-year agreement with two (2) one-year extensions. The current extension will expire April 8, 2020.

Board approval of the proposed contract will extend the continuity of service the county has been receiving. Mission Linen Supply has met and maintained all terms and conditions of the initial scope of work with no interruption of services. Each county department is responsible for their service requirements.

The goods and services that Mission Linen provides are unique and special in nature, as well as the only local source that meets the needs of the county, therefore no Request for Proposal solicitation was issued for this contract. Accordingly, staff recommend approval for the Purchasing Agent to execute the attached contract with Mission Linen Supply for linen and laundry services.

FINANCIAL IMPACT:

The maximum amount payable for services rendered, and costs and expenses incurred, pursuant to the terms and conditions of this contract is Three Hundred Sixty-Five Thousand Nine Hundred Eighty-Six

Dollars (\$365,986.00) over the five-year term. The quantity of services and products determine the financial impact to individual county departments and will be budgeted by those departments accordingly.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by supporting business, workforce development and creation of private-sector jobs and managing our resources to ensure sustainability of services.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not accept the contract recommendation.

ATTACHMENTS:

Contract

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-12

Meeting of: March 5, 2013

File No.: N/A