



County of Santa Cruz

GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

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BOB WATSON, DIRECTOR

June 12, 2002

Agenda: June 25, 2002

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

RECOMMENDATION OF AWARD FOR A MASTER AGREEMENT FOR LAUNDRY SERVICES

As your Board is aware, a number of County departments utilize laundry services to clean clothing and linens as part of their on-going operations. For example, Probation and the Sheriffs Department contract with a commercial laundry to clean jail inmate clothing and linens. The Health Services Agency utilizes laundry services to clean lab coats for their medical staff. General Services utilizes laundry services to clean maintenance personnel work shirts, mop heads and building entry mats for County facilities.

General Services has recently completed a solicitation for proposals to identify an appropriate vendor to supply laundry services under a master agreement with the County. This single agreement will provide for the pick-up, cleaning and delivery of laundry for departments county-wide. Only one qualified bidder responded to our request for proposals. Mission Linen is a large commercial laundry based in Salinas, which currently provides laundry services to several County departments. Their proposal is consistent with pricing they have charged in the past and is competitive with prices charged in the past by other laundry service providers. Mission Linen is currently in full compliance with the recently enacted County Living Wage Ordinance, having collective bargaining agreements for their employees with the Teamsters and UNITE.

Once this master agreement is approved by your Board, individual departments will not have to develop and negotiate individual agreements for laundry services. As with earlier Master Agreements, the General Services Department is requesting that your Board authorize the Purchasing Agent to approve purchase orders for laundry services in excess of \$15,000 with Mission Linen, after consultation with the requesting Department's CAO Analyst to ensure budgetary control. In addition, the purchase orders will be reviewed by the Purchasing Agent for compliance with rates established in the Master Agreement. After approval by your Board, this agreement will be placed on the County's continuing list of agreements.

It is therefore RECOMMENDED that your Board:

1. Approve the attached Master Independent Contractor Agreement with Mission Linen Supply for laundry services;

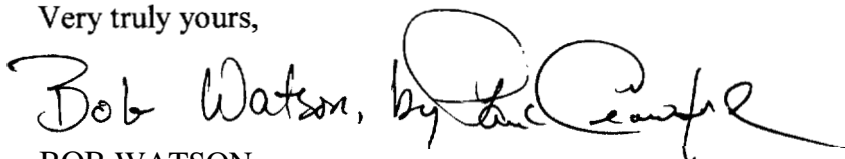
Master Agreement For Laundry Services

Agenda: June 25, 2002

Page 2

2. Authorize the General Services Director to execute the Master Agreement; and
3. Authorize the Purchasing Agent to approve purchase orders in excess of \$15,000 for laundry services with Mission Linen, after consultation with the County Administrative Office to ensure budgetary control.

Very truly yours,



BOB WATSON

General Services Director

RECOMMENDED:



SUSANA MAURIELLO

County Administrative Officer

Cc: County Administrative Office
Auditor Controller
General Services
Mission Linen Supply

Attachment: Master Agreement

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