

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: General Services Agency

BOARD AGENDA #: *B-10

AGENDA DATE: June 28, 2016

SUBJECT:

Approval of Amendment No. 3 to the Agreement with Mission Linen for Countywide Uniform and Linen Services for Stanislaus County

BOARD ACTION AS FOLLOWS:

No. 2016-336

On motion of Supervisor Withrow, Seconded by Supervisor Chiesa
and approved by the following vote,

Ayes: Supervisors: Chiesa, Withrow, DeMartini, and Vice-Chairman O'Brien

Noes: Supervisors: None

Excused or Absent: Supervisors: Chairman Monteith

Abstaining: Supervisor: None

1) Approved as recommended


2) Denied

3) Approved as amended

4) Other:

MOTION:

ATTEST:


ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: General Services Agency BOARD AGENDA #: *B-10
Urgent Routine

AGENDA DATE: June 28, 2016

CEO CONCURRENCE:  4/5 Vote Required: Yes No

SUBJECT:

Approval of Amendment No. 3 to the Agreement with Mission Linen for Countywide Uniform and Linen Services for Stanislaus County

STAFF RECOMMENDATIONS:

1. Approval of Amendment No. 3 to the countywide Agreement with Mission Linen Supply, Inc., for uniform and linen services in the amount of \$89,000 and to extend the term through June 30, 2017.
2. Authorize the Purchasing Agent to execute Amendment No. 3 with Mission Linen Supply, Inc., sign any necessary documents, and execute any subsequent amendments on behalf of the County.

DISCUSSION:

The existing countywide Agreement for uniform and linen services was awarded to Mission Linen as the result of a Request for Proposals (RFP) process, with an initial term of December 1, 2010 through June 30, 2014. The Agreement provided for two optional one-year renewals, which were subsequently exercised through Amendments 1 and 2 to the Agreement. These previous amendments also cumulatively increased the agreement's not to exceed (NTE) amount to \$175,000.

Departmental usage of the agreement has exceeded the previously approved NTE increases. This is partly due to Mission Linen's favorable pricing, which has remained unchanged since the existing agreement began in 2010. Departments using the agreement in Fiscal Year 2016 – 2017 are Behavioral Health and Recovery Services, Department of Environmental Resources, General Services Agency – Facilities Maintenance and Fleet Services, and Public Works. Adequate funding for each department exists within current appropriations, and no increase in appropriations are requested as part of this change in Agreement limitations.

In light of this level of usage, GSA intends to open a new RFP for a replacement agreement with an updated Scope of Work. In the interim, Mission Linen has agreed to extend the current pricing for one additional year. Extending the existing agreement by one-year extension to June 30, 2017 and increasing the NTE to \$264,000 will be necessary to allow continued departmental usage at the existing rates until the new RFP is completed.

Approval of Amendment No. 3 to the Agreement with Mission Linen for Countywide Uniform and Linen Services for Stanislaus County

Analysis of department usage of the agreement projects total expenditures of \$208,000 for the period from December 1, 2010 through June 30, 2016, exceed the agreement's existing \$175,000 NTE amount by \$33,000. Departmental usage of the agreement for Fiscal Year 2016 – 2017 is projected at \$56,000. These two factors comprise the requested \$89,000 increase to the existing NTE amount, bringing the total adjusted NTE amount to \$264,000.

Approval to increase the agreement NTE limitation will allow sufficient time to issue a new RFP and transition to a new agreement effective July 1, 2017.

POLICY ISSUE:

The County's purchasing policy requires Board of Supervisors approval for contracts exceeding \$100,000. This requirement is based upon California Government Codes § 25212, et seq, and § 25502.5, et seq, which establish the powers of the Board of Supervisors and the Purchasing Agent.

FISCAL IMPACT:

It is anticipated that the total expenditure for countywide services over the remaining contract term for the countywide Agreement is projected to be \$89,000. Funding is available in each impacted Departments' budgets.

Cost of recommended action:	\$	89,000
Source(s) of Funding:		
Special Revenue and Internal Service Fund Departments	\$	89,000
Funding Total:	\$	89,000
Net Cost to County General Fund	\$	-

Fiscal Year:	FY15/16	FY16/17
Budget Adjustment/Appropriations needed:	No	No

BOARD OF SUPERVISORS' PRIORITY:

The recommended actions are consistent with the Board's priorities of Efficient Delivery of Public Services and Effective Partnerships by providing a cost-effective agreement for County departments.

STAFFING IMPACT:

Existing GSA staff will manage the contract for uniform and linen services.

CONTACT PERSON:

Keith D. Boggs, GSA Director/Purchasing Agent	Telephone: (209) 525-7640
Brad Diemer, Purchasing Manager	Telephone: (209) 525-6503

Approval of Amendment No. 3 to the Agreement with Mission Linen for Countywide Uniform and Linen Services for Stanislaus County

ATTACHMENT:

1. Amendment No. 3 to the countywide Agreement with Mission Linen Supply

**THIRD AMENDMENT TO COUNTY-WIDE AGREEMENT FOR
INDEPENDENT CONTRACTOR SERVICES**

This Amendment No.3 to the Countywide Agreement for Independent Contractor Services (“Amendment No. 3”) by and between the County of Stanislaus (“County”) and Mission Linen Supply, Inc. a California corporation (“Contractor”) is made and entered into on June 28, 2016

WHEREAS, the County and Contractor entered into a Countywide Agreement for Independent Contractor Services dated December 1, 2010, (“the Agreement”); and

WHEREAS, Paragraph 17 of the Agreement provides for the Agreement to be amended, modified, changed, added or subtracted from by mutual consent of both parties; and

WHEREAS, Amendment 1 dated December 1, 2013, and Amendment 2 dated March 30, 2015, extended the Agreement term and cumulatively increased the not to exceed amount to \$175,000; and

WHEREAS, the parties wish to extend the Agreement to June 30, 2017, to allow for the County to issue a Request for Proposal; and

WHEREAS, the County has a need to increase the not to exceed amount in Section B (Compensation) by \$89,000 to pay the Contractor for services provided by the Contractor during the term of the Agreement; and

NOW THEREFORE, the parties hereby agree to amend the Agreement as follows:

1. The last paragraph of Section B (Compensation) of Exhibit A to the Agreement is amended to read as follows:

“The parties hereto acknowledge the maximum amount to be paid by the County for services provided shall not exceed \$264,000.00 including, without limitation, the cost of any subcontractors, consultants, experts or investigators retained by the Contractor to perform or to assist in the performance of its work under this Agreement.”

2. Section C (Term) of Exhibit A to this Agreement is amended to read as follows:

Paragraph 3.1 of the body of this Agreement is amended to read as follows:

“3.1 The term of this Agreement shall be from December 1, 2010, through June 30, 2017, unless otherwise terminated as provided below.”

3. All other terms and conditions of the Agreement shall remain in full force and effect.

(Signatures on the next page)

IN WITNESS WHEREOF, the parties have executed this Third Amendment effective as of the 28 day of June, 2016.

COUNTY OF STANISLAUS

MISSION LINEN SUPPLY, INC.

By: *Donna Riley* DONNA RILEY
GSA DEP DIR
Keith D. Boggs, Assistant Executive Officer,
GSA Director/Purchasing Agent
for

By: *Mark Whitten* 5/25/16
Mark Whitten, Vice President

Approved: June 28, 2016
BOS Resolution # 2016-336 B-10

"Contractor"

"County"

APPROVED AS TO CONTENT:

By: *Brad Diemer*
Brad Diemer, GSA Purchasing Manager

APPROVED AS TO FORM:

John P. Doering, County Counsel

By: *Thomas E. Boze*
Thomas E. Boze, Deputy County Counsel
Ass'stant