



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: June 16, 2020

DATE: May 20, 2020
TO: Board of County Commissioners
FROM: Amber Howell, Director, Human Services Agency
(775) 785-8600, ahowell@washoecounty.us
THROUGH: Kate Thomas, Assistant County Manager
SUBJECT: Recommendation to approve a one-year agreement in support of laundering services on the Washoe County Human Services Agency's Our Place Campus between Washoe County and Qual Econ, U.S.A. in the amount of [\$115,000] retroactive for the period of June 8, 2020 through June 30, 2021; and if approved, authorize the Purchasing and Contracts Manager to execute the contract. (All Commission Districts).

SUMMARY

The Agency is requesting that the Board approve a one-year agreement in support of laundering services on the Washoe County Human Services Agency's Our Place Campus between Washoe County and Qual Econ, U.S.A. in the amount of [\$115,000] retroactive for the period of June 8, 2020 through June 30, 2021; and if approved, authorize the Purchasing and Contracts Manager to execute the contract. A request for proposal (RFP) will be prepared for future laundry services.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

No previous action.

BACKGROUND

This contract will provide laundry services on the Our Place Campus to maintain clean towels, bedding and custodial linens that will be used for the women temporarily staying in the dormitory and walk-in clients who may or may not stay in the dormitory, as well as clients who are interested in engaging with the shelter services who need to shower prior to them being admitted into the shelter.

WCHSA does not have the staffing to provide this as a direct service, nor does WCHSA have the size of equipment to adequately wash this volume of towels, blankets, and sheets. The facility staffing operator (RISE) does not provide this type of service nor was this service requirement included in the Request for Proposal (RFP) that secured their

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services. Without regularly cleaned and sanitized blankets, towels and custodial linens, we risk the spread of germs, disease, and otherwise unsanitary conditions that could harm women, families, clients, and staff on campus.

FISCAL IMPACT

Should the Board approve this agreement there will be no additional impact to the Human Services Agency's FY20 and FY21 Indigent Fund (F221) budgets as there is sufficient budget authority in cost center 221230 (Vulnerable Populations Support) and GL# 710201 (Laundry Services) in both fiscal years.

RECOMMENDATION

Recommendation to approve a one-year agreement in support of laundering services on the Washoe County Human Services Agency's Our Place Campus between Washoe County and Qual Econ, U.S.A. in the amount of [\$115,000] retroactive for the period of June 8, 2020 through June 30, 2021; and if approved, authorize the Purchasing and Contracts Manager to execute the contract.

POSSIBLE MOTION

Should the Board approve, a possible motion would be: "Move to approve a one-year agreement in support of laundering services on the Washoe County Human Services Agency's Our Place Campus between Washoe County and Qual Econ, U.S.A. in the amount of [\$115,000] retroactive for the period of June 8, 2020 through June 30, 2021; and if approved, authorize the Purchasing and Contracts Manager to execute the contract."