



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement (blanket purchase order) with All American Commercial Laundry, Inc. for linen pick-up and delivery services for the Continuing Education Health Sciences department on an as-needed basis during FY2024-2025. Fiscal Impact: \$2,500.00.

Presenter(s): Steven Tinsley,

What is the purpose of this contract and why is it needed? The purpose of this agreement is to procure commercial laundry services from All American Commercial Laundry, Inc. This agreement aims to ensure adherence and compliance to all relevant health and safety standards, thereby maintaining quality assurance, proper hygiene, and preventing cross-contamination during the FY2024-2025.

What procurement process or bid waiver was used and why? Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold. One quote was obtained by the requesting department to identify the best value for the required commodity or service.

Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting? Yes, this expenditure was budgeted.

What fund, cost center and line item(s) were used? Fund: FD102, Cost Center: CC0084, Line Item: 64500: Other Services.

Has Broward College used this vendor before for these products or services? Yes, the College has used this vendor before.

Was the product or service acceptable in the past? Yes, the product was acceptable in the past.

Was there a return on investment anticipated when entering this contract? Yes, the anticipated return on investment includes enhanced skill development for faculty, students and staff, with a focus on the importance of quality assurance, safety, hygiene, and cleanliness, as well as the prevention of cross-contamination.

Was that return on investment not met, met, or exceeded and how? Yes, the return on investment was met. The utilization of commercial laundry services allowed for enhanced health and safety, compliance with regulations, increased institutional credibility, quality assurance, and reduced risk of cross-contamination.

Does this directly or indirectly feed one of the Social Enterprise tactics and how? This directly feeds into the Social Enterprise strategy:

1. Empower Student Development, as it provides a best-in-class student experience.

Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?

The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

FISCAL IMPACT:

Description: \$2,500.00 CC0084, FD102, PG000068, BU060

| | | |
|-----------------|---------------------------------------------------|---------------------|
| 10/29/24 | CC0084 · CWE Health Education Supplemental | (\$2,500.00) |
| | FY2024-2025 | |

APPROVAL PATH: 12505 All American Commercial Laundry Inc. - Continuing Ed Health Sciences FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

| Stage | Reviewer | Description | Due Date / | Status |  |
|-------|------------------------------------|-------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1 | Diane Peart | AVP Review | |  Completed |  |
| 2 | Steven Tinsley | SVP of Workforce Education and In | |  Completed |  |
| 3 | Natalia Triana-Aristizabal | Contracts Coordinator | |  Completed |  |
| 4 | Orlando Aponte | Procurement Approval | |  Completed |  |
| 5 | Rabia Azhar | CFO Review | |  Completed |  |
| 5 | Christine Sims | Budget Departmental Review | |  Completed |  |
| 5 | Legal Services Review Group | Review and Approval for Form and | |  Completed |  |
| 6 | Board Clerk | Agenda Preparation | |  Pending | |
| 7 | District Board of Trustees | Board Meeting | 10/08/24 11:00 AM |  Pending | |
| 8 | Electronic Signature(s) | Signatures obtained via DocuSig  | |  Pending | |
| 9 | Natalia Triana-Aristizabal | Contracts Coordinator | |  Pending | |



**EXHIBIT "A" to Purchase Order
STATEMENT OF WORK**

All American Commercial Laundry Inc will be responsible for the following:

- Bi- weekly pick up and drop of linen services for the Continuing Education Health Science Department during FY 2024-2025

- o Central Campus
3501 Davie Rd, Davie Fl 33314
Building 8 / Room 223

- Laundry Services: Proper cleaning and disinfection of all linens according to industry standards and healthcare regulations. This includes scrubs, gowns, bed sheets, towels, and any other linens specified by the Client.

- Inventory Management: Maintaining an agreed-upon inventory level of clean linens to meet the program's needs.

- Compliance Documentation: Providing certificates and documentation verifying compliance with relevant hygiene and infection control standards.

Deliverables

- Clean, sanitized linens returned to designated locations within the nursing program facility according to the agreed-upon schedule
- Documentation of cleaning processes and adherence to industry standards.
- Responsive communication regarding any issues or concerns.

Total Consideration Payable for the Services: \$1.10 per pound, minimum delivery charge of \$160. A delivery fee of ten dollars (\$10) applies to every service