

MONTEREY COUNTY BOARD OF SUPERVISORS

MEETING:	July 26, 2011	AGENDA NO.:
SUBJECT:	Authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute an Agreement with Mission Linen Supply for Linen Processing Services at NMC in an amount not to exceed \$1,425,000 for the period July 1, 2011 to June 30, 2014.	
DEPARTMENT:	Natividad Medical Center	

RECOMMENDATION:

It is recommended the Board of Supervisors authorize the Purchasing Manager for Natividad Medical Center (NMC) to execute an Agreement with Mission Linen Supply for Linen Processing Services at NMC in an amount not to exceed \$1,425,000 for the period July 1, 2011 to June 30, 2014.

SUMMARY/DISCUSSION:

Per the Request for Proposals (RFP) #9600-16 for Linen Processing Services, NMC has chosen Mission Linen Supply as its vendor of choice.


Mission Linen provides laundry and linen services including Scrub, Mat and Rug rentals. They will deliver clean linen and pick-up soiled linen for Customer Owned Goods six (6) days a week. The vendor shall provide a Hospital Account Manager assigned to the NMC to ensure that product and service levels are met on a continuous basis. They will provide, at no cost to NMC (the county), bulk carts to be used in the delivery of clean linen and for soiled linen pick-up. Bulk carts will not be used for clean linen unless they are cleaned according to Joint Commission on Accreditation of Hospital Organizations, (TJC) standards after every use.

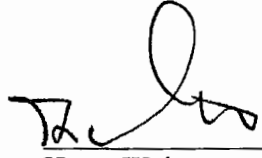
OTHER AGENCY INVOLVEMENT:

The Agreement has been reviewed and approved by County Counsel, the Auditor/Controller's office, and the Natividad Medical Center Board of Trustees' Finance Committee.

FINANCING:

The cost for this Agreement is \$1,425,000; \$475,000 is included in the Fiscal Year 2011/2012 Recommended Budget. Amounts for remaining years of the Agreement will be included in those budgets as appropriate. There is no impact to the General Fund.

Prepared by: 
Richard Magana, 755-6533
Director of Environmental Services
June 24, 2011



Harry Weis
Chief Executive Officer

Attachments: Agreement, Vendor's Proposal per RFP 9600-16, Board Order
Attachments are on file with the Clerk of the Board

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Agreement No. A-12051

Authorize the Purchasing Manager for Natividad)
Medical Center (NMC) to execute an Agreement with)
Mission Linen Supply for Linen Processing Services)
at NMC in an amount not to exceed \$1,425,000 for the)
period July 1, 2011 to June 30, 2014.....)

Upon motion of Supervisor Salinas, seconded by Supervisor Armenta, and carried by those members present, the Board hereby;

Authorized the Purchasing Manager for Natividad Medical Center (NMC) to execute an Agreement with Mission Linen Supply for Linen Processing Services at NMC in an amount not to exceed \$1,425,000 for the period July 1, 2011 to June 30, 2014.

PASSED AND ADOPTED on this 26th day of July, 2011, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker, and Potter

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 75 for the meeting on July 26, 2011.

Dated: July 27, 2011

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By Christ A. Mel
Deputy

1.0 AGREEMENT BETWEEN NATIVIDAD MEDICAL CENTER (COUNTY OF MONTEREY) AND CONTRACTOR

- 1.1 This AGREEMENT is made and entered into by and between Natividad Medical Center (NMC), the County of Monterey, a political subdivision of the State of California, hereinafter referred to as "NMC", and Mission Linen Supply hereinafter referred to as "CONTRACTOR."

2.0 RECITALS

- 2.1 WHEREAS, NMC has invited proposals through the Request for Proposals (RFP # 9600-16 for Linen Processing Services in accordance with the specifications set forth in this AGREEMENT; and
- 2.2 WHEREAS, CONTRACTOR has submitted a responsive and responsible proposal to perform such services; and
- 2.3 WHEREAS, CONTRACTOR has the expertise and capabilities necessary to provide the services requested.
- 2.4 NOW THEREFORE, NMC and CONTRACTOR, for the consideration hereinafter named, agree as follows:

3.0 PERFORMANCE OF THE AGREEMENT

- 3.1 After consideration and evaluation of the CONTRACTOR'S proposal, NMC hereby engages CONTRACTOR to provide the services set forth in RFP # 9600-16 and in this AGREEMENT on the terms and conditions contained herein and in RFP # 9600-16. The intent of this AGREEMENT is to summarize the contractual obligations of the parties. The component parts of this AGREEMENT include the following:

RFP # 9600-16 dated April 8, 2011 including all attachments and exhibits
CONTRACTOR'S Proposal dated May 23, 2011
AGREEMENT,
Certificate of Insurance
Additional Insured Endorsements

- 3.2 All of the above-referenced contract documents are intended to be complementary. Work required by one of the above-referenced contract documents and not by others shall be done as if required by all. In the event of a conflict between or among component parts of the contract, the contract documents shall be construed in the following order:

AGREEMENT, CONTRACTOR'S Proposal, RFP #9600-16 including all attachments and exhibits, Certificate of Insurance, and Additional Insured Endorsements.

- 3.3 CONTRACTOR warrants that CONTRACTOR and CONTRACTOR's agents, employees, and subcontractors performing services under this AGREEMENT are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this AGREEMENT and are not employees of NMC (Monterey County), or immediate family of an employee of NMC (Monterey County).
- 3.4 CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed under this AGREEMENT that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.
- 3.5 CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this AGREEMENT, except as otherwise specified in this AGREEMENT. CONTRACTOR shall not use NMC premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this AGREEMENT.

4.0 SCOPE OF SERVICE

See attached Proposal

5.0 TERM OF AGREEMENT

- 5.1 The initial term shall commence with the signing of the AGREEMENT through and including June 30, 2014 with the option to extend the AGREEMENT for two (2) additional one (1) year periods. NMC is not required to state a reason if it elects not to renew this AGREEMENT.
- 5.2 If NMC exercises its option to extend, all applicable parties shall mutually agree upon the extension, including any changes in rate and/or terms and conditions.
- 5.3 NMC reserves the right to cancel the AGREEMENT, or any extension of the AGREEMENT, without cause, with a thirty (30) day written notice, or immediately with cause.

6.0 COMPENSATION AND PAYMENTS

- 6.1 It is mutually understood and agreed by both parties that CONTRACTOR shall be compensated under this AGREEMENT in accordance with the pricing sheet attached hereto.
- 6.2 Prices shall remain firm for the initial term of this AGREEMENT and, thereafter, may be adjusted annually as provided in this paragraph. NMC does not guarantee any minimum or maximum amount of dollars to be spent under this AGREEMENT.
- 6.3 Negotiations for rate changes shall be commenced, by CONTRACTOR, a minimum of ninety days (90) prior to the expiration of this AGREEMENT.
- 6.4 Any discount offered by the CONTRACTOR must allow for payment after receipt and acceptance of services, material or equipment and correct invoice, whichever is later. In no case will a discount be considered that requires payment in less than 30 days.
- 6.5 CONTRACTOR shall levy no additional fees nor surcharges of any kind during the term of this AGREEMENT without first obtaining approval from NMC in writing.
- 6.6 Tax:
21.6.1 Pricing as per this AGREEMENT is inclusive of all applicable taxes.
21.6.2 County is registered with the Internal Revenue Service, San Francisco office, registration number 94730022K. The County is exempt from Federal Transportation Tax; an exemption certificate is not required where shipping documents show Monterey County as consignee.

7.0 INVOICES AND PURCHASE ORDERS

- 7.1 Invoices for all services rendered per this AGREEMENT shall be billed directly to the NMC Accounts Payable department at the following address:
- Natividad Medical Center
Accounts Payable Department
P.O. Box 81611
Salinas, CA. 93912
- 7.2 CONTRACTOR shall reference the RFP/RFQ number on all invoices submitted to NMC. CONTRACTOR shall submit such invoices periodically or at the completion of services, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice. NMC shall certify the invoice, either in the requested amount or in such other amount as NMC (Monterey County) approves in conformity with this AGREEMENT,

and shall promptly submit such invoice to the County Auditor-Controller for payment. County Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

- 7.3 All NMC (County of Monterey) Purchase Orders issued for the AGREEMENT are valid only during the fiscal year in which they are issued (the fiscal year is defined as July 1 through June 30).
- 7.4 Unauthorized Surcharges or Fees: Invoices containing unauthorized surcharges or unauthorized fees of any kind shall be rejected by NMC (County of Monterey). Surcharges and additional fees not included the AGREEMENT must be approved by NMC (County of Monterey) in writing via an Amendment.

8.0 INDEMNIFICATION

- 8.1 CONTRACTOR shall indemnify, defend, and hold harmless County, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) occurring or resulting to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this AGREEMENT, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with CONTRACTOR's performance of this AGREEMENT, unless such claims, liabilities, or losses arise out of the sole negligence or willful misconduct of County. "CONTRACTOR's performance" includes CONTRACTOR's action or inaction and the action or inaction of CONTRACTOR's officers, employees, agents and subcontractors.

9.0 INSURANCE REQUIREMENTS

- 9.1 Evidence of Coverage:
- 9.1.1 Prior to commencement of this AGREEMENT, CONTRACTOR shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition CONTRACTOR upon request shall provide a certified copy of the policy or policies.
- 9.1.2 This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed. CONTRACTOR shall not receive a "Notice to Proceed" with the work under this AGREEMENT until it has obtained all insurance required and such, insurance has been approved by County. This approval of insurance shall neither relieve nor decrease the liability of CONTRACTOR.

- 9.2 **Qualifying Insurers:** All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by County's Purchasing Officer.
- 9.3 **Insurance Coverage Requirements:**
- 9.3.1 Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this AGREEMENT a policy or policies of insurance with the following minimum limits of liability:
- 9.3.1.1 **Commercial general liability insurance,** including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broadform Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
- 9.3.2 **Business automobile liability insurance,** covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this AGREEMENT, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.
- 9.3.3 **Workers' Compensation Insurance,** if CONTRACTOR employs others in the performance of this AGREEMENT, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.
- 9.3.4 **Professional liability insurance,** if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, CONTRACTOR shall, upon the expiration or earlier termination of this AGREEMENT, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this AGREEMENT.
- 9.4 **Other Insurance Requirements:**
- 9.4.1 All insurance required by this AGREEMENT shall be with a company acceptable to County and issued and executed by an admitted insurer authorized to transact

Insurance business in the State of California. Unless otherwise specified by this AGREEMENT, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this AGREEMENT.

- 9.4.2 Each liability policy shall provide that County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for CONTRACTOR and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this AGREEMENT, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.
- 9.4.3 Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.
- 9.4.4 Prior to the execution of this AGREEMENT by County, CONTRACTOR shall file certificates of insurance with County's contract administrator and County's Contracts/Purchasing Division, showing that CONTRACTOR has in effect the insurance required by this AGREEMENT. CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this AGREEMENT, which shall continue in full force and effect.
- 9.4.5 CONTRACTOR shall at all times during the term of this AGREEMENT maintain in force the insurance coverage required under this AGREEMENT and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this AGREEMENT, which entitles County, at its sole discretion, to terminate this AGREEMENT immediately.

10.0 RECORDS AND CONFIDENTIALITY

- 10.1 Confidentiality: CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this AGREEMENT, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this AGREEMENT except for the sole purpose of carrying out CONTRACTOR's obligations under this AGREEMENT.
- 10.2 County Records: When this AGREEMENT expires or terminates, CONTRACTOR shall return to NMC any NMC records which CONTRACTOR used or received from NMC to perform services under this AGREEMENT.
- 10.3 Maintenance of Records: CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, County and NMC rules and regulations related to services performed under this AGREEMENT.
- 10.4 Access to and Audit of Records: NMC (Monterey County) shall have the right to examine, monitor and audit all records, documents, conditions, and activities of CONTRACTOR and its subcontractors related to services provided under this AGREEMENT. The parties to this AGREEMENT may be subject, at the request of NMC (Monterey County) or as part of any audit of County, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this AGREEMENT for a period of three years after final payment under the AGREEMENT.

11.0 NON-DISCRIMINATION

- 11.1 During the performance of this contract, CONTRACTOR shall not unlawfully discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), sex, or sexual orientation. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment are free of such discrimination. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (Government Code, §12900, et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, §7285.0, et seq.).
- 11.2 The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12900, et seq., set forth in Chapter 5 of Division 4 of

Title 2 of the California Code of Regulations are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full.

- 11.3 CONTRACTOR shall include the non-discrimination and compliance provisions of the clause in all AGREEMENTs with subcontractors to perform work under the contract.

12.0 OVERRIDING CONTRACTOR PERFORMANCE REQUIREMENTS

- 12.1 Independent Contractor: CONTRACTOR shall be an independent contractor and shall not be an employee of NMC or Monterey County, nor immediate family of an employee of County. CONTRACTOR shall be responsible for all insurance (General Liability, Automobile, Workers' Compensation, unemployment, etc.) and all payroll-related taxes. CONTRACTOR shall not be entitled to any employee benefits. CONTRACTOR shall control the manner and means of accomplishing the result contracted for herein.
- 12.2 Minimum Work Performance Percentage: CONTRACTOR shall perform with his own organization contract work amounting to not less than 50 percent of the original total AGREEMENT amount, except that any designated 'Specialty Items' may be performed by subcontract and the amount of any such 'Specialty Items' so performed may be deducted from the original total AGREEMENT amount before computing the amount of work required to be performed by CONTRACTOR with his own organization or per a consortium.

13.0 CONFLICT OF INTEREST

- 13.1 CONTRACTOR covenants that CONTRACTOR, its responsible officers, and its employees having major responsibilities for the performance of work under the AGREEMENT, presently have no interest and during the term of this AGREEMENT will not acquire any interests, direct or indirect, which might conflict in any manner or degree with the performance of CONTRACTOR'S services under this AGREEMENT.

14.0 COMPLIANCE WITH APPLICABLE LAWS

- 14.1 CONTRACTOR shall keep itself informed of and in compliance with all federal, state and local laws, ordinances, regulations, and orders, including but not limited to all state and federal tax laws that may affect in any manner the Project or the performance of the Services or those engaged to perform Services under this AGREEMENT. CONTRACTOR shall procure all permits and licenses, pay all charges and fees, and give all notices required by law in the performance of the Services.
- 14.2 CONTRACTOR shall report immediately to NMC's Contracts/Purchasing Officer, in writing, any discrepancy or inconsistency it discovers in the laws, ordinances,

regulations, orders, and/or guidelines in relation to the Project of the performance of the Services.

- 14.3 All documentation prepared by CONTRACTOR shall provide for a completed project that conforms to all applicable codes, rules, regulations and guidelines that are in force at the time such documentation is prepared.

15.0 FORCE MAJEURE

"Force Majeure" means any cause beyond the reasonable control of a party, including but not limited to acts of God, civil or military disruption, fire, strike, flood, riot, war, or inability due to the aforementioned causes to obtain necessary labor, materials or facilities.

If any party hereto is delayed or prevented from fulfilling its obligations under this AGREEMENT by Force Majeure, said party will not be liable under this AGREEMENT for said delay or failure, nor for damages or injuries resulting directly from the inability to perform scheduled work due to Force Majeure.

CONTRACTOR shall be granted an automatic extension of time commensurate with any delay in performing scheduled work arising from Force Majeure. CONTRACTOR agrees to resume such work within three (3) days after the Force Majeure has subsided enough to do so.

16.0 RIGHTS AND REMEDIES OF THE COUNTY FOR DEFAULT

In the case of default by CONTRACTOR, County may procure the articles or services from other sources and may recover the loss occasioned thereby from any unpaid balance due to CONTRACTOR or by proceeding against any performance bond of CONTRACTOR, if any, or by suit against CONTRACTOR. The prices paid by County shall be considered the prevailing market price at the time such purchase(s) may be made. Inspections of deliveries or offers for deliveries that do not meet specifications shall be made at the expense of CONTRACTOR.

17.0 REQUIREMENTS FOR WORK/SERVICES PERFORMED AT NATIVIDAD MEDICAL CENTER

CONTRACTOR shall procure all necessary permits and licenses and abide by all applicable laws, regulations and ordinances of the United States and of the State of California. The Agency will be in compliance with Title 22, OSHA, Federal and State Labor Laws and the Joint Commission on Accreditation of Health Care Organizations.

18.0 NOTICES

Non-Assignment: CONTRACTOR shall not assign this contract or the work required herein without the prior written consent of NMC.

Notices required to be given to the respective parties under this AGREEMENT shall be deemed given by any of the following means: (1) when personally delivered to NMC's contract manager or to CONTRACTOR'S responsible officer; (2) when personally delivered to the party's principle place of business during normal business hours, by leaving notice with any person apparently in charge of the office and advising such person of the import and contents of the notice; (3) 24 hours after the notice is transmitted by FAX machine to the other party, at the party's FAX number specified pursuant to this AGREEMENT, provided that the party giving notice by FAX must promptly confirm receipt of the FAX by telephone to the receiving party's office; or, (4) three (3) days after the notice is deposited in the U. S. mail with first class or better postage fully prepaid, addressed to the party as indicated below.

Notices mailed or faxed to the parties shall be addressed as follows:

TO NMC:
Sid Cato, Contracts Manager
Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906
Tel. No.: (831) 755-4223
FAX No.: (831) 757-2592
catosl@natividad.com

TO CONTRACTOR:
Name
Address

Tel. No. 424-1753
FAX No. 424-1072
Email KPARKER@TC.MISSIONLINEN.COM

19.0 LEGAL DISPUTES

CONTRACTOR agrees that this AGREEMENT, and any dispute arising from the relationship between the parties to this AGREEMENT, shall be governed and interpreted by the laws of the State of California, excluding any laws that direct the application of another jurisdiction's laws.

Any dispute that arises under or relates to this AGREEMENT (whether contract, tort, or both) shall be resolved in the Superior Court of California in Monterey County, California.

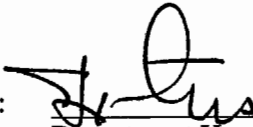
CONTRACTOR shall continue to perform under this AGREEMENT during any dispute.

The parties agree to waive their separate rights to a trial by jury. This waiver means that the trial will be before a judge.

NATIVIDAD MEDICAL CENTER

By: 
NMC Contracts/Purchasing Agent

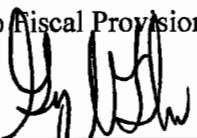
Date: 8-15-11

By: 
Department Head (if applicable)

Date: 6/28/11

By: 
Stacy Saetta
Deputy County Counsel

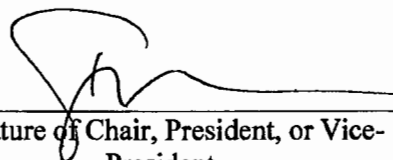
Date: 6/24/11

Approved as to Fiscal Provisions
By: 
Auditor/Controller

Date: 6/24/11


CONTRACTOR

MISSION LINEN SUPPLY
Contractor's Business Name***


Signature of Chair, President, or Vice-President

KEVIN PARISEKULT REGIONAL DIRECTOR
Name and Title

Date: 6/23/11

By: 
(Signature of Secretary, Asst. Secretary, CFO,
Treasurer or Asst. Treasurer)

PHILLIP C. HAGEN DISTRICT MGR
Name and Title

Date: 6/23/11

***INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in and individual capacity, the individual shall set forth the name of the business, if any and shall personally sign the Agreement.

ORIGINAL



COVER LETTER FOR NATIVIDAD RFP 9600-16 FOR
LAUNDRY SERVICES

MISSION LINEN SUPPLY
435 WEST MARKET STREET
SALINAS, CA 93901
831-424-1753

KEVIN PARISEAULT REGIONAL DIRECTOR - SALES

831-424-1753
Fax 831-424-1072



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SIGNATURE PAGE

NATIVIDAD MEDICAL CENTER (COUNTY OF MONTEREY)
CONTRACTS OFFICE

RFP # 9600-16
ISSUE DATE: Friday, April 8, 2011



RFP TITLE: LINEN PROCESSING SERVICES

PROPOSALS ARE DUE IN THE OFFICE OF THE CONTRACT MANAGER BY
3:00 P.M., LOCAL TIME, ON:
Monday May 23, 2011

MAILING ADDRESS:
NATIVIDAD MEDICAL CENTER
CONTRACTS MANAGER
1441 CONSTITUTION BLVD.
SALINAS, CA. 93906

QUESTIONS ABOUT THIS RFP SHOULD BE DIRECTED TO:
Sid Cato, Management Analyst/Contracts
catosl@natividad.com
831.755.4223

CONTRACTOR MUST INCLUDE THE FOLLOWING IN EACH PROPOSAL (1 original plus 3 copies):

ALL REQUIRED CONTENT AS DEFINED PER SECTION 7.1 HEREIN

This Signature Page must be included with your submittal in order to validate your proposal.
Proposals submitted without this page will be deemed non-responsive.

CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS SOLICITATION.

BIDDERS MUST COMPLETE THE FOLLOWING TO VALIDATE PROPOSAL

I hereby agree to furnish the articles and/or services stipulated in my proposal at the price quoted, subject to the instructions and conditions in the Request for Proposal package. I further attest that I am an official officer representing my firm and authorized with signatory authority to present this proposal package.

Company Name: MISSION LINEN SUPPLY Date: 5/23/2011

Signature: [Signature] Phone: 831-424-1753 Fax: 424-1072

Printed Name: KEVIN PARLSEAULT Title: REGIONAL DIRECTOR E-mail: PARLSEAULT@MISSIONLINEN.COM

Street Address/PO Box: 435 W. MARKET ST City: SALINAS State: CA ZIP: 93901

License No. (if applicable): _____ License Classification (if applicable): _____



NATIVIDAD RFP 9600-16

- 1) Documentation for Title 22 and Joint Commission addressed is handling procedures. (ATTACHMENT) OK
- 2) Linen system for 173 bed facility. OK
- 3) References included (ATTACHMENT). OK
- 4) No terminated contracts for the last 24 months. OK
- 5) Credentials (ATTACHMENT) OK
- 6) 7 day per week service. OK
- 7) Holiday service. Mission Linen does not operate on Thanksgiving, Christmas, and New Years. We currently have a program in place with Natividad which insures no lapse in patient care linen service. OK
- 8) Back up facility listing. (ATTACHMENT) OK
- 9) Distribution and control system. Mission will gladly assist in the implementation of these systems. OK
- 10) Change in linens. Mission has always assisted Natividad with testing and developing new linen products within the facility. OK
- 11) Mission Salinas currently operates at 80% of capacity, including Natividad Medical Center's linen service. OK
- 12) Quality Standards- Natividad delegates are welcome at any time to conduct audits of our Salinas facility. Currently rejected or un-usable linen is separated and identified as such, so it does not make it to the floors. OK
- 13) Schedule- Mission delivers in accordance with Natividad's schedule on a daily basis. OK
- 14) Wash Formula's (ATTACHMENTS) OK
- 15) Mission bills for clean dry weight. OK
- 16) PO number on invoices. OK
- 17) Clean to soil weight report monthly. Until now Mission has never been requested to provide this documentation. We have no issue with developing this report, and furnishing it on a monthly basis. OK
- 18) Account Manager- currently we have two delegates in place. OK
- 19) Clean to soil weight report. 17 asks for this monthly, we will furnish weekly or monthly. OK
- 20) Cart weight. The weight of a cart is 113 lbs. and the tare weight is posted on the cart. This shall also be included in the report. OK
- 21) Cart maintenance- Mission performs maintenance on its carts daily if required. OK
- 22) Clean linen care. Mission lines its carts and wraps Natividad's linen in poly wrappers. OK
- 23) Safe handling procedures (ATTACHMENT) OK

- 24) Stamping or labeling items. To KAUMAGRAPH items the fee would be \$0.40 per item with Natividad providing the plate and paper transfers. OK
- 25) Mission does not provide a mending service, see exceptions. OK
- 26) Cart exchange. See exceptions. OK

ATTACHMENTS/EXHIBITS AND SIGNATURE PAGE

ATTACHMENT C: Fee Schedule

The undersigned, having read and understood all proposal information, hereby submits fees for ARCHITECTURAL SERVICES. It is understood that the basic design of each particular type of facility can be duplicated as the situation permits. It is also understood that the final fee may be negotiated with the qualified firm(s) for the required services. AS Per Section 18.3 of this RFQ, ***THIS ATTACHMENT TO BE ENCLOSED IN A SEPARATE SEALED ENVELOPE WITH, PROMINENTLY DISPLAYED IN THE LOWER LEFT CORNER OF THE ENVELOPE, THE CONTRACTOR'S NAME AND ADDRESS, THE SOLICITATION NUMBER, AND THE NAME OF THE PERSON SPECIFIED ON THE SIGNATURE PAGE ON THE OUTSIDE.***

Clean Linen Per Pound Fee	\$ 0.41
Scrub Rental Fee	\$.65 EACH PIECE \$.42 EACH COG
Uniform Rental Fee	\$.65 EACH PIECE \$.42 EACH COG

---End of ATTACHMENT C---



ADDENDUM FOR PRICING IN ADDITION TO QUOTED ITEMS ON LAUNDRY SERVICES AGREEMENT 9600-16 DATED 6/30/2011

- Lab Coat \$1.15 COG
- Cubicle Curtain \$15.00 COG
- Graphic Floor Mat \$5.50 Rental changed once weekly
- 3 x 10 Mat \$6.50 Rental changed once weekly
- 4 x 6 Mat \$4.25 Rental changed once weekly
- 3 x 5 Kleen Scrape Mat \$3.00 Rental rent no clean
- Bib Apron \$0.42 Rental
- Dish Towel \$0.164 Rental
- Wet Mop \$2.41 Rental
- Soiled linen bags (Kitchen) Rental \$0.175
- Scrub Warm-up Jackets Rental \$0.95
- Soiled Linen Bags Biohazard (Med Surg.) Rental \$1.31

The items listed above are not on the original contract. For pricing protection the parties wish to add these items to the above mentioned agreement 9600-16. These items are currently in use at NMC and fall under the same terms and conditions covered under 9600-16.

Kevin Pariseault for Mission Linen

Sid Cato for NMC

Date

Date

Mission

Mission Linen Salinas #300 - ACS Controller

ECOLAB

Formula#
Soil Classification

(19) L-B4
HOSPITAL, CONVALESCENT

Chart Time = 55.7 Mins.

Washer# 1-7
Load Weight

Step	Operation	Temp	Level	Chemical	Key Numbers	Time		Comments
						Mins.	Secs.	
1	AFS				17, 19, 21		10	
2	FILL	100	5		1		10	Key Number
3	INJ. 1			ALK	16		10	1 Cold Water
4	FLUSH	100	11		1	4		2 Hot Water
5	<i>DRAIN</i>				10, 11		45	3 Low Extract
6	FLUSH	HOT	11		2	2		4 Medium Extract
7	<i>DRAIN</i>				10, 11		45	5 High Extract
8	FILL	HOT	3		2		10	6 Steam
9	INJ. 2			ALK - DET	17		10	7 Optional Reversal
10	BREAK	165	5	PRECISE	2, 6	12		8 Rinse Speed
11	<i>DRAIN</i>				10, 11		45	9 Reclaim Water
12	FILL	HOT	5		2		10	10 Reclaim Drain (Black)
13	INJ. 3			H2O2	16, 17		10	11 Waste Drain (Gray)
14	BLEACH	165	5		2, 6	12		12 Drain Speed
15	<i>DRAIN</i>				10, 11		45	13 Signal
16	RINSE	SPLIT	11		1, 2	1	30	14
17	<i>DRAIN</i>				10, 11		45	15 Stop Washer
18	RINSE	COLD	11		1	1	30	16 Binary 1
19	<i>DRAIN</i>				10, 11		45	17 Binary 2
20	FILL	COLD	3		1		10	18 Binary 4
21	INJ. 4			TURBOLIZER	18		10	19 Binary 8
22	SOUR	COLD	5	FABRISTAT	1	6		20 Binary 16
23	<i>DRAIN SPEED</i>				10, 11, 12	1		21 AFS / BOF
24	HIGH EXTRACT				5, 10, 11	8		22
25	SHAKEOUT				7, 10, 11	1	30	23
26	EOF				18, 20, 21		10	24 End of Formula
27	END				10, 11, 13, 15, 24			

Mission

Mission Linen Salinas #300 - ACS Controller

ECOLAB

Formula#
Soil Classification

(11) L-E1
HOSPITAL, WHITE & COLORED

Chart Time = 53.6 Mins.

Washer# 1-7
Load Weight

Step	Operation	Temp	Level	Chemical	Key Numbers	Time		Comments:
						Min.	Sec.	
1	AFS				16, 17, 19, 21		10	
2	FILL	COLD	5		1		10	Key Number
3	INJ. 1			ALK	16		10	Function
4	FLUSH	COLD	11		1	2		1 Cold Water
5	<i>DRAIN</i>				10, 11		45	2 Hot Water
6	FILL	HOT	3		2		10	3 Low Extract
7	INJ. 2			ALK - DET	17		10	4 Medium Extract
8	BREAK/BLEACH	165	5	PRECISE - H2O2	2, 6	24		5 High Extract
9	<i>DRAIN</i>				10, 11		45	6 Steam
10	RINSE	SPLIT	11		1, 2	2		7 Optional Reversal
11	<i>DRAIN</i>				10, 11		45	8 Rinse Speed
12	RINSE	SPLIT	11		1, 2	2		9 Reclaim Water
13	<i>DRAIN</i>				10, 11		45	10 Reclaim Drain (Black)
14	RINSE	COLD	11		1	2		11 Waste Drain (Gray)
15	<i>DRAIN</i>				10, 11		45	12 Drain Speed
16	FILL	COLD	3		1		10	13 Signal
17	INJ. 3			TURBOLIZER	16, 17		10	14
18	SOUR	COLD	5		1	6		15 Stop Washer
19	<i>DRAIN SPEED</i>				10, 11, 12	1		16 Binary 1
20	HIGH EXTRACT				5, 10, 11	8		17 Binary 2
21	SHAKBOUT				7, 10, 11	1	30	18 Binary 4
22	EOF				18, 20, 21		10	19 Binary 8
23	END				10, 11, 13, 15, 24			20 Binary 16
24								21 AFS / EOF
25								22
26								23
								24 End of Formula

ECOLAB

Mission 0300 - Salinas, CA Conventional Washer Titration Report

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FORMULA DESCRIPTION		WASHER DESCRIPTION		TARGET		ACTUAL		DATE		CURRENT REVERSED		
10	L-84 Hospital, Convalescent	4	878 ERIS W/E ACS	WT	675	WT	715	04/07/11	04:53:36 PM	Y	N	
Step	Operation	Time	Target Temp	Actual Temp	Water Level	Actual Level	Chemicals	PH	Alkalinity Drops	Alkalinity PPM	Bleach Drops	Bleach PPM
01A	FLUSH	4	100	92	11	12	EMAX Alkal-14oz	10.5	2.0	124		
02A	FLUSH	2	HOT	120	11	12		9.7	1.1	88		
03A	BREAK	12	185	163	5	5	6 Emax Proxide-70oz, Emax Alkal-27oz, Emax Disinfect-12oz	11.6	8.0	496		
04A	BLEACH	12	185	182	5	5	5 Emax Proxide-70oz, Hydrogen Peroxide-80oz	11.3	6.4	398	9.0	81
05A	RINSE	1	SPLT	137	11	11		9.8	4.0	248	6.0	45
06A	RINSE	1	COLD	120	11	11		9.2	1.9	117	2.0	18
07A	SOUR	8	COLD	122	5	5	5 Super Radico-13oz, Fabricat-7oz	6.8				
08A	EXTRACT	8			0	0						
09A	SHAKEOUT	1			0	0						

ECOLAB

Mission 0300 - Salinas, CA

Conventional Washer Titration Report

Printed: 04/07/11 04:48:48 PM



FORMULA DESCRIPTION		WASHER DESCRIPTION		TARGET		ACTUAL		DATE		CURRENT		REVISIED	
11	L-81 Hospital, White/Colored	4	676 Elite VVE ACS	WT	676	WT	648	04/07/11	04:44:43 PM	Y			N
Step	Operation	Time	Target Temp	Actual Temp	Water Level	Actual Level	Chemicals	PH	Alkalinity Drops	Alkalinity PPM	Bleach Drops	Bleach PPM	
01A	FLUSH	2	COLD	85	11	12	Elmax Alkal-8oz	10.5	3.0	188			
02A	BREAK	24	185	182	5	5	Elmax Peroxide-7oz, Hydrogen Peroxide-40oz, Elmax Alkal-27oz, Elmax Detergent-7oz	11.2	9.0	508	15.0	136	
03A	RINSE	2	SPLT	148	11	12		10.9	4.0	248	8.0	72	
04A	RINSE	2	SPLT	148	11	11		9.8	2.3	142	4.0	36	
05A	RINSE	2	COLD	125	11	12		8.1	1.3	80	2.0	18	
06A	SOUR	8	COLD	121	5	6	6 Super Redox-13oz, Fabricak-7oz	8.7					
07A	EXTRACT	8			0	0							
08A	SHAKEOUT	1			0	0							



**PROCEDURES FOR HANDLING, STORAGE,
TRANSPORTATION, AND PROCESSING
OF HEALTHCARE LINEN**

**Plant 300
Salinas, CA**

Revised May 18, 2010

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GENERAL POLICIES

Mission Linen Supply complies with all applicable standards while handling linen from healthcare accounts, including the California Code of Regulations Title 22, Division 5; California Code of Regulations Title 8, Section 5193; and the Joint Commission for Accreditation of Healthcare Organizations (JCAHO) guidelines for healthcare linen service.

All linen from healthcare accounts is identified and isolated the entire time it is in a plant, so all employees are aware of its location and can handle it appropriately; all healthcare linen items will be handled using "universal precautions". Universal precautions is the approach to infection control where all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, HCV and other bloodborne pathogens. For identification and isolation in the plant to work, Management must work closely with each healthcare customer to ensure soiled healthcare linen is properly identified at the account.

The procedures contained herein are used in conjunction with the policies and procedures in the Mission Linen Supply Exposure Control Plan for Blood-borne Pathogens. Copies of these procedures and the Exposure Control Plan for Blood-borne Pathogens are available to aid healthcare customers for review upon request.

Every Mission Linen Supply plant that services healthcare accounts is subject to an internal inspection at least annually to verify that established procedures are being followed.

HANDLING OF SOILED LINEN AT THE CUSTOMER

All soiled laundry must be ready for transport at the time of pick-up. If linen is picked up and delivered in carts, soiled laundry must be in fluid-resistant bags contained in yellow "Bio-Hazard" laundry carts supplied by Mission. If linen is delivered in bundles, all soiled laundry must be completely enclosed in yellow fluid-resistant bags provided by Mission.)

Every effort must be made at the customer to ensure that needles and sharps are not left in the laundry. A11 "Isolation Linen" - soiled linen with caked dried blood, liquid blood, or other potentially infectious material that could be released while handling - must be in fluid-resistant bags that are closeable.

LINEN DELIVERY AND PICK-UP

Clean linen is delivered to an account either in poly carts transported on a "Liftgate" truck or in bundles delivered by van or stepvan.

Cart Delivery Method

When poly carts are used to deliver clean linen, they are cleaned and disinfected with a solution and lined with a clean plastic liner before being loaded with clean linen. Once a cart has been filled with clean linen, the liner is closed at the top to minimize microbial contamination from surface contact or airborne deposition.

At the account, carts containing clean linen are unloaded from the vehicle and delivered to the designated clean areas away from all soiled linen. All carts containing clean linen are unloaded before any carts containing soiled linen are loaded into the truck.

Once all carts containing clean linen have been unloaded, the Route Sales Service Representative (RSSR) loads carts containing bags of soiled linen into the vehicle. Soiled linen remains undisturbed in fluid-resistant plastic bags provided by the customer. If the RSSR observes soiled linen that is exposed, he or she contacts the appropriate personnel at the account and asks that the linen be bagged properly.

The RSSR is careful to limit his or her exposure to soiled linen by only pushing carts and not handling bags. Barrier protective gloves are available in the delivery truck as a precaution.

All poly carts used for delivery and pick-up of healthcare linen are color coded by property or yellow color to distinguish them from carts containing other types of linen.

Bundle Delivery Method

When clean linen is delivered to the customer in bundles, each bundle is wrapped in plastic or enclosed in a plastic bag to minimize microbial contamination from surface contact or airborne deposition. Bundles are stored in the front of the delivery vehicle away from soiled linen, which is stored in the back.

At the customer, all bundles of clean linen are unloaded from the delivery truck and delivered to the designated clean area(s) before any bags of soiled linen are handled by the RSSR. Once all clean linen has been unloaded, the RSSR loads bags of soiled linen into the back of the delivery vehicle. All soiled linen remains untouched, inside fluid-resistant bags. If the RSSR observes loose soiled linen, he or she contacts the appropriate personnel at the account and asks that the linen be put in a bag.

The RSSR handles bags carefully, never 'bear hugging' them. If liquid blood is observed on the outside of a bag, the RSSR contacts the appropriate personnel at the account to have the bag placed inside another bag. Barrier protective gloves are available in the delivery truck as a precaution.

All bags used to hold soiled healthcare linen are fluid-resistant and yellow in color to distinguish them from bags containing other soiled linen.

DELIVERY OF SOILED LINEN TO THE PLANT

When soiled healthcare linen is unloaded from a delivery vehicle at the plant, it is kept isolated from other soiled linen. Color coded poly carts are unloaded into an area of the yard away from other soiled linen with minimal exposure to plant employees. Clear soiled linen bags are unloaded into appropriate carts at the plant used solely for soiled healthcare linen, which are then pushed to a separate area of the yard. Soiled linen remains in this area until it is ready to be sorted. All employees are trained to know that color coded carts contain contaminated linen.

Sorting Soiled Linen

Soiled linen is sorted in an area of the plant separated from the clean linen processing area. The sorting area is equipped with a ventilation system designed to minimize the dissemination of microbial contaminants.

When soiled linen is ready to be sorted, carts are pushed from the yard to the healthcare sorting area and bags are dumped mechanically onto soil sort belt.. Employees sort soiled linen by item into yellow slings used solely for soiled healthcare linen. All soiled linen is treated as potentially infectious utilizing "Universal Precautions" and handled as little as possible, with a minimum amount of agitation. Sorters wear a barrier gown, barrier gloves, surgical mask and safety glasses or face shield at all times while handling soiled linen.

****NOTE: Should a body part be found in the soiled linen, all sorting of linen shall cease. Sorters shall notify their direct supervisor immediately. Plant management shall contact the Infectious Control Department at the hospital from which the medical waste originated. The hospital shall be required to retrieve the waste from the Mission facility. In the event that a fetus is found in the soiled linen, the General Manager or his designee shall also notify the state Department of Health Services of the occurrence. Records to document the event shall be kept for a period of five (5) years as a component of Mission's Exposure Control Program for Bloodborne Pathogens.**

Sharps container is kept in the healthcare sorting area to dispose of sharps (needles, etc.) received mixed with soiled linen. A member of management contacts a representative of the customer to notify them every time a sharp is received. The level of follow-up with a customer is progressive, with the first incident oral, the second incident within 30 days written and subsequent incidences written and requiring documentation from the customer of steps they have taken to prevent future occurrences. A Sharps Log is kept in the healthcare sorting area to record all incidences. Sharps containers are removed and discarded annually by a licensed medical waste hauler.

Disinfecting the Sort Area and Carts:

When all healthcare sorting is completed for the day, the sorting area, including all tables and belts, is cleaned and disinfected with Simple Green (brand name) a viricide capable of disinfecting HIV, HEP B, and other virus agents. A record of the date, time and persons doing the cleaning is kept on a log in the sorting area.

Empty color coded poly carts are washed and disinfected using a solution, then dried before being pushed to the clean linen processing area to be used.

Only employees who have been thoroughly trained in the policies of the Mission Linen Supply Exposure Control Plan for Blood-borne Pathogens and offered the Hepatitis B vaccination series are authorized to sort linen from healthcare accounts and perform cleaning functions in the healthcare sorting area.

Washing

Carts and yellow slings containing sorted soiled linen will remain in the healthcare sorting area until filled. Once full, a cart or sling is weighed then pushed to the washroom staging area by one of the healthcare sorters, who will notify the head washman that the load is ready to be washed. The head washman then schedules the load for the next available washer capable of handling it.

Soiled linen is loaded into a washer and washed using a special formula designed for healthcare linen. During the course of the formula, the linen is subject to 150-degree water temperature for a total of 24 minutes. A copy of the healthcare formula is a part of this policy. It can be furnished to a healthcare customer upon request.

All washmen are trained in the policies of the Mission Linen Supply Exposure Control Plan for blood borne pathogens and follow the requirements for personal protective equipment outlined in the plan.

Finishing

After linen has been washed, it is in the appropriate manner for each item. All items except sheets are dried in a tumbler at a temperature of 180 degrees.

Once clean linen has been processed, it is bundled in plastic and stored in the clean processing area at the front of the plant, at least 5 inches off the floor. At no point while it is in the plant does clean linen come into contact with soiled linen. Clean linen is stored, in the front of the plant, while soiled linen is stored at the back of the plant in the sorting area after being sorted.

Tumblers are loaded with a variable number of pounds, depending on bulk, weight, and textures of the items. Temperature of the dryer is 180 degrees Fahrenheit and the drying

times run a minimum of 20 minutes. The articles must be dry if they are to be folded and not ironed. If the items are to be ironed, they are not completely dried. The temperature for the flatwork ironer is approximately 325 degrees Fahrenheit. Steam pressure to the ironers is to be maintained at no less than 100 psi to make sure chest temperatures are adequately high. After the linen is ironed and/or folded, it is counted, tied and packaged. The finished products are wrapped/enveloped and placed on carts/shelves and stored for delivery.

Load Building

Loads are filled according to customer orders. Clean linen delivered in poly carts is placed into a disinfected poly cart with a clean liner, which is sealed at the top when filled. Clean linen delivered by bundle is wrapped or placed in a plastic bag and sealed for delivery.

Because the customer must have an adequate supply of clean linen, the Production Manager is notified of any shortages for a load.

Pickup and Delivery Schedule

The pickup and delivery schedule is coordinated with each healthcare customer to ensure an adequate supply of linen is available at all times. Normal delivery days are Monday through Sunday excluding Christmas and New Year's Day.



Back-up Laundry Facility Plan

In the event that Mission Linen Supply, 435 W. Market St., Salinas, CA is unable to produce and supply the required linen to your hospital, this document shall serve as a back-up plan. The linen would be processed and/or supplied by one of several Mission plants. Mission Linen Supply in Santa Maria, CA would serve as the primary back up with Mission Linen Supply in Fresno, CA as secondary facility and Mission Linen Supply in Santa Barbara, CA as the tertiary facility.

Each of these facilities is an active health care laundry supplying essentially the same linen as is supplied to your hospital and processing the linen in basically the same manner as our Salinas location. Each of these plants have unused productive capacity and are single shift operations. Either facility has sufficient capacity to supply its current customer base and fulfill the requirements of your hospital.

Linen would be trucked to these facilities from your hospital in Mission Linen Supply's existing fleet of trucks. The Salinas location has a fleet of trucks large enough to ensure that there are spare vehicles in order to place in service in emergency.

Mission Linen Supply has experienced emergencies in the past in which we have had to place contingency plans into effect due to either fire or flood. In each of these instances, the plans as formulated have proven effective in ensuring that our customers were not impacted by the event and all deliveries were made as scheduled.

In the event of an unforeseen catastrophic event in the Salinas plant, Mission Linen Supply has the capacity and experience to keep your hospital supplied with linen.



MISSION LINEN SUPPLY CREDENTIALS

Mission Linen was established in 1930 and has been operating under the direction of the founding family for 81 years. We service Acute Healthcare in 15 of our facilities including Salinas, CA, which services Natividad Medical Center.

Phillip C. Hagen – District Manager- Phil has over 30 years of industry experience to include Safety Management, as well as Infectious Control. Phil is currently involved with getting Salinas Plant 300 accredited by HLAC.

Joe Sigala – Production Manager – Joe has over twenty years with Mission and has been in service and operations. Joe is responsible for the plant, and production of Natividad’s linens. Joe is trained in infectious control, title 22, and Joint Commission regulations.

Gabino Solis – Account Representative – Gabino has been with Mission for 17 years, and is responsible for the day to day increase of new products for Natividad Medical Center as they would apply. Gabino is also the primary delegate chosen by Natividad to communicate to our district manager.

Joey Antonetti – Area Manager – Joey has been with Mission Linen for 15 years, and is responsible for overseeing the day to day services provided to Natividad Medical Center from a route perspective.

Kevin Pariseault – Regional Director- Kevin has been with Mission for 18 years and provides corporate support to plant 301. Kevin has been a Service Manager, and an Account Representative, and is familiar with both operations and sales.



NATIVIDAD RFP 9600 16

EXCEPTIONS

- 1) Mission does not provide a mending service. What we have found in most cases that by the time an article needs mending, it is due for replacement anyway. Also, each customer has a different vision of what is acceptable from a mending standpoint, so we are just not set up to provide this service. Article 5.20
- 2) Cart par level service- Mission is a bulk processor of COG items, what comes in goes back out. We would not have the capability to provide par level and standard delivery service drawing from inventory that is not in our possession on our shelves. Article 5.21
- 3) Delivery to multiple locations. Mission only delivers to one centralized location. There are areas of the hospital that we cannot have access to by law, or due to procedures being performed.

ACUTE HEALTHCARE REFERENCES FOR MISSION LINEN SUPPLY PLANT 301 SALINAS

Salinas Valley Memorial Healthcare System

450 East Romie Lane

Salinas, CA 93901

Ken Goebel – Senior Director of Nutritional and Environmental Services

831-759-1802

Natividad Medical Center

1441 Constitution Blvd.

Salinas, CA 93906

Jim Tatum – Director of Materials Management

Roy Creamier – Manager of Materials Management

831- 755-4111

Hazel Hawkins Memorial Hospital

911 Sunset Drive

Hollister, CA 95023

Clay Roberts – EVS Director

831-637-5711

Mee Memorial Hospital

300 Canal Street

King City, CA 93930

Felipa Daniel – EVS Director

Susan Childers – CFO

831-385-6000



CERTIFICATE OF LIABILITY INSURANCE

1/1/2015

DATE (MM/DD/YYYY)

4/18/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

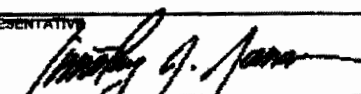
PRODUCER Lockton Insurance Brokers, LLC 725 S. Figueroa Street, 35th Fl. CA License #0F15767 Los Angeles CA 90017 (213) 689-0065	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____
E-MAIL ADDRESS: _____		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Safety National Casualty Corporation		15105
INSURER B: _____		
INSURER C: _____		
INSURER D: _____		
INSURER E: _____		
INSURER F: _____		

COVERAGES MISLI06 **CERTIFICATE NUMBER:** 11515098 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____	Y	N	GL4045506	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS	N	N	CAS4045508	1/1/2014	1/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	LDS4045504	1/1/2014	1/1/2015	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The County of Monterey its officers, agents and employees are an Additional Insured to the extent provided by the policy language or endorsement issued or approved by the insurance carrier. Insurance provided to Additional Insured(s) is primary and non-contributory as per the attached endorsements or policy language.

CERTIFICATE HOLDER 11515098 Natividad Medical Center 1441 Constitution Blvd. Salinas CA 93906-3195	CANCELLATION See Attachment SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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2014 Withholding Exemption Certificate

590

The payee completes this form and submits it to the withholding agent.

Withholding Agent (Type or print)

Name

Payee

Name

SSN or ITIN FEIN CA Corp no. CA SOS file no.

MISSION LINEN SUPPLY

95 1942519

Address (apt./ste., room, PO Box, or PMB no.)

435 WEST MARKET STREET

City (If you have a foreign address, see instructions.)

SALINAS

State

CA

ZIP Code

93901

Exemption Reason

Check only one reason box below that applies to the payee.

By checking the appropriate box below, the Payee certifies the reason for the exemption from the California income tax withholding requirements on payment(s) made to the entity or individual.

Individuals — Certification of Residency:

I am a resident of California and I reside at the address shown above. If I become a nonresident at any time, I will promptly notify the withholding agent. See instructions for General Information D, Definitions.

Corporations:

The corporation has a permanent place of business in California at the address shown above or is qualified through the California Secretary of State (SOS) to do business in California. The corporation will file a California tax return. If this corporation ceases to have a permanent place of business in California or ceases to do any of the above, I will promptly notify the withholding agent. See instructions for General Information D, Definitions.

Partnerships or limited liability companies (LLCs):

The partnership or LLC has a permanent place of business in California at the address shown above or is registered with the California SOS, and is subject to the laws of California. The partnership or LLC will file a California tax return. If the partnership or LLC ceases to do any of the above, I will promptly inform the withholding agent. For withholding purposes, a limited liability partnership (LLP) is treated like any other partnership.

Tax-Exempt Entities:

The entity is exempt from tax under California Revenue and Taxation Code (R&TC) Section 23701 _____ (insert letter) or Internal Revenue Code Section 501(c) _____ (insert number). If this entity ceases to be exempt from tax, I will promptly notify the withholding agent. Individuals cannot be tax-exempt entities.

Insurance Companies, Individual Retirement Arrangements (IRAs), or Qualified Pension/Profit Sharing Plans:

The entity is an insurance company, IRA, or a federally qualified pension or profit-sharing plan.

California Trusts:

At least one trustee and one noncontingent beneficiary of the above-named trust is a California resident. The trust will file a California fiduciary tax return. If the trustee or noncontingent beneficiary becomes a nonresident at any time, I will promptly notify the withholding agent.

Estates — Certification of Residency of Deceased Person:

I am the executor of the above-named person's estate or trust. The decedent was a California resident at the time of death. The estate will file a California fiduciary tax return.

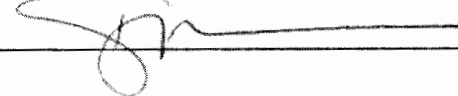
Nonmilitary Spouse of a Military Servicemember:

I am a nonmilitary spouse of a military servicemember and I meet the Military Spouse Residency Relief Act (MSRRA) requirements. See instructions for General Information E, MSRRA.

CERTIFICATE OF PAYEE: Payee must complete and sign below.

Under penalties of perjury, I hereby certify that the information provided in this document is, to the best of my knowledge, true and correct. If conditions change, I will promptly notify the withholding agent.

Payee's name and title (type or print) KEVIN PARISBAULT REGIONAL Mgr Telephone (831) 424-1753

Payee's signature  Date 6-5-14

