



**Contra
Costa
County**

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: March 10, 2020

Subject: Change Order to Purchase Order with Cintas Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a purchase order amendment with Cintas Corporation, to increase the payment limit by \$50,000 for a new payment limit of \$500,000, and to extend the term from January 31, 2020 to July 31, 2020, Countywide.

FISCAL IMPACT:

100% General Fund.

BACKGROUND:

Cintas Corporation provides garment rental and laundry services for Contra Costa County departments, and has offered the County a 2% discount across the board. Cintas Corporation is the single provider selected to standardize the products offered and the services provided to the County. Products include uniforms, towels, linens, and select cleaning supplies. Pricing is fixed throughout the term to allow departments to accurately budget expenses. Cintas Corporation is a local business enterprise.

CONSEQUENCE OF NEGATIVE ACTION:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **03/10/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor

Candace Andersen, District II
Supervisor

Diane Burgis, District III Supervisor

Karen Mitchoff, District IV
Supervisor

Federal D. Glover, District V
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 10, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Cindy Shehorn (925)
957-2495

cc:

If this amendment is not approved, Cintas Corporation will not be able to provide the uniforms, towels, linens, and select cleaning products needed by County departments.