



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: February 7, 2023

Subject: Payment for Products and Services provided by Cintas Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller or designee, to pay \$51,508 to Cintas Corporation for janitorial supplies, parts, uniforms, minor equipment, standard rental products used for cleaning; cubicle and shower curtains; repair and labor for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers during the period of January 4, 2022 through March 29, 2022.

FISCAL IMPACT:

Approval of this action will result in a one-time expenditure in an amount not to exceed \$51,508 and will be funded entirely by Hospital Enterprise Fund I revenues.

BACKGROUND:

On January 19, 2021, the Board of Supervisors approved agenda item C.48, to execute an amendment to Purchase Order #15283 with Cintas Corporation to increase the payment limit by \$201,000 to a new payment limit of \$400,000 for the purchase of janitorial supplies, minor equipment, as well as repair and labor for the CCRMC and Contra Costa Health Centers, for the period of August 1, 2020 through December 31, 2021.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **02/07/2023** ☒ 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
Ken Carlson, 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: February 7, 2023

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Jose Bustillos, (925)
370-5450

By: Antonia Welty, Deputy

cc:

Due to an administrative oversight, during the period of January 4, 2022 through March 29, 2022 the department continued to purchase supplies and services from this vendor, without having an authorized agreement in place for the purchase of such goods or services. The amount due to the vendor for the invoices during that period is approximately \$51,508. To rectify this administrative oversight moving forward, CCRMC Environmental Services collaborated with the County Purchasing division to ensure all supplies, rentals, repairs, etc. needed by the unit were included in a County authorized agreement.

On March 22, 2022, the Board of Supervisors approved agenda item C.53 to execute a blanket purchase order (#24764) on behalf of the County and participating addendum with Cintas Corporation No. 2, in an amount not to exceed \$650,000 for facility management products and solutions, including garment rental and laundry services, fire and safety products, first aid products and janitorial products, during

BACKGROUND: (CONT'D)

the period from March 22, 2022 through October 31, 2023. The agreement falls under the terms of a master contract awarded by the Prince William County Public School Board, as recommended by the Public Works Director, and includes the supplies, rentals, repairs, etc. needed by the department. Cintas is an awarded supplier on both the Vizient Group Purchasing Organization (GPO) contract portfolio and the Omnia Partners contract portfolio.

The current agreement does not cover the period of January 4, 2022 through March 29, 2022, and staff have determined that the vendor is entitled to payment for the reasonable value of the products and services under the equitable relief theory of quantum meruit. The theory provides that where a vendor has been asked to provide products and services without a valid contract, and the vendor does so to the benefit of the County, the vendor is entitled to recover the reasonable value of those products and services. Since the department cannot pay Cintas for products and services rendered as they lack the necessary instrument to issue payment, this request is for the Board to authorize the Auditor--Controller to issue a one-time payment to the vendor in an amount not to exceed \$51,508.

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, Cintas Corporation will not be paid for products and services rendered in good faith.