

<b>AGENDA ITEM:</b> Consent	<b>TYPE OF ACTION NEEDED</b>	CONSENT AGENDA <u>XX</u>
<b>MEETING DATE:</b> FC 11/5/19 BC 11/19/19	Executive Contract	PUBLIC HEARING
<b>SUBJECT:</b> Approving the purchase of janitorial supplies from Crown Paper and Janitorial Supply, Inc.	Pass Resolution <b>XX</b>	1 <sup>st</sup> DISCUSSION
<b>Prepared By:</b> Rosa Garcia	Pass Motion	2 <sup>nd</sup> DISCUSSION
<b>Reviewed By:</b> Darryl Banks	Other	OTHER

**BACKGROUND INFORMATION**

Benton and Franklin Counties Juvenile Justice Center currently purchases supplies from Crown Paper and Janitorial Supply, Inc.

**SUMMARY**

Benton and Franklin Counties Juvenile Justice Center anticipates the amount of janitorial supplies to exceed \$5,000 but will not to exceed \$24,999 each year.

Per Resolution 12-677, section 2.2.2 Purchases and Leases between \$5,000 and \$24,999, "In order to assure that a purchase or lease is awarded to the lowest responsible bidder (vendor); purchases or leases in the price range are to be approved by the BOCC pursuant to a written resolution signed by a majority of the BOCC".

Benton and Franklin Counties Juvenile Justice Center received quotes from three vendors on the MRSC vendor list for commonly ordered janitorial supplies. Crown Paper and Janitorial Supply, Inc. is currently the lowest responsible bidder.

**RECOMMENDATION**

I recommend that the Board of Benton County Commissioners authorize the Chair to sign the resolution approving the purchase of janitorial supplies from Crown Paper and Janitorial Supply, Inc. commencing January 1, 2020 through December 31, 2021, not to exceed \$24,999 annually.

**COORDINATION**

Coordination of the contract occurred as follows: Rosa Garcia, Senior Administrative Secretary who compiled the resolution; Shela Berry, Administrative Services Manager for the Benton and Franklin Counties Juvenile Justice Center.

**FISCAL IMPACT**

No fiscal impact.

**MOTION**

To approve signing the resolution authorizing the Benton and Franklin Counties Juvenile Justice Center to purchase janitorial supplies and authorize the Chair to sign on behalf of the Board.

**HANDLING/ROUTING**

Following signature from Franklin County, route to Benton County for signature. Following signature from Benton County three originals are to be returned to Rosa Garcia to disperse.

**I certify the above information is accurate and complete.**

Rosa Garcia

**JOINT RESOLUTION**

**BENTON COUNTY RESOLUTION NO. \_\_\_\_\_**

**FRANKLIN COUNTY RESOLUTION NO. \_\_\_\_\_**

**BEFORE THE BOARDS OF THE COMMISSIONERS OF BENTON AND FRANKLIN COUNTIES, WASHINGTON;**

**IN THE MATTER OF APPROVING THE PURCHASE OF JANITORIAL SUPPLIES FROM CROWN PAPER AND JANITORIAL SUPPLY, INC. FOR THE BENTON AND FRANKLIN COUNTIES JUVENILE JUSTICE CENTER**

**WHEREAS**, per Resolution 2012-677, the Board of Benton County Commissioners approved a County-Wide Procurement, Leasing, and Contracting Policy; and

**WHEREAS**, Benton and Franklin Counties Juvenile Justice Center anticipates the amount of janitorial supplies in each year from 2020-2021 will exceed \$5,000, but will not to exceed \$24,999 each year; and

**WHEREAS**, per Resolution 12-677, section 2.2.2 Purchases and Leases between \$5,000 and \$24,999, "In order to assure that a purchase or lease is awarded to the lowest responsible bidder (vendor); purchases or leases in the price range are to be approved by the BOCC pursuant to a written resolution signed by a majority of the BOCC"; and

**WHEREAS**, Benton-Franklin County Juvenile Justice Center solicited the following companies on the Benton County MRSC vendor list to provide a quote for janitorial supplies:

- 1. Crown Paper & Janitorial Supply, Inc., Vancouver, WA – UBI No. 601934973 – Quote submitted
- 2. Janitorial Excellence, Kennewick, WA – UBI No. 604305693 – Did not respond
- 3. Northstar Clean Concepts, Spokane, WA – UBI No. 603047507 – Did not respond

**WHEREAS**, the Administrative Services Finance Manager of Benton and Franklin Counties Juvenile Justice reviewed the quote for the completeness and recommends purchase of janitorial supplies from Crown Paper & Janitorial Supply, Inc. annually, to commence January 1, 2020; **NOW, THEREFORE**

**BE IT RESOLVED**, that the Board of Benton County Commissioners, Benton County, Washington and the Board of Franklin County Commissioners, Franklin County, Washington, hereby concurs with the Administrative Services Finance Manager's recommendation of purchasing janitorial supplies from Crown Paper & Janitorial Supply, Inc. commencing January 1, 2020 through December 31, 2021, not to exceed \$24,999 annually.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_ 2019  
**BENTON COUNTY BOARD OF COMMISSIONERS**

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_ 2019  
**FRANKLIN COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
Member

\_\_\_\_\_  
Chairman Pro Tem

\_\_\_\_\_  
Member

Constituting the Board of  
County Commissioners,  
Benton County, Washington

\_\_\_\_\_  
Member

Constituting the Board of  
County Commissioners,  
Franklin County, Washington

Attest:

Attest:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Clerk of the Board

**Public Agency Name:** Benton County  
**Roster Type:** Vendor Roster  
**Date:** 09/24/2019  
**Time:** 09:17 am  
**Main-Category:** General Goods  
**Sub-Category:** Janitorial Equipment and Supplies

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**Vendor Roster Businesses:**

CROWN PAPER&JANITORIAL  
Janitorial Excellence  
Northstar Clean Concepts



Paper and Janitorial Supply, Inc.



WALTER E. NELSON CO.

BUILDING MAINTENANCE SUPPLIES • PAPER PRODUCTS • COMMERCIAL LAUNDRY SYSTEMS

10 Avery Street • Walla Walla, WA 99362 • Tel: (509) 529-4561 • Fax: (509) 525 6367

BENTON FRANKLIN JUVENILE CENTR  
5606 W CANAL DRIVE STE 106  
KENNEWICK, WA 99336

QUOTE#: 10099  
QUOTE DATE: 10/11/19  
CUSTOMER#: 1022  
FOB: OUR TRUCK  
TERMS VISA/MC

ATTN: JON

U/M	PRODUCT CODE	DESCRIPTION	PRICE
<b>CHEMICAL-ALL PURPOSE</b>			
CS	K68841	FOAMING ALCOHOL HAND SANITIZER 6/1000ML/CS	81.98/CS
CS	GO5361-02	GOJO FOAM SOAP TFX W/SKIN COND. 2/1200/CS	61.34/CS
GL	FCHBW	HAND AND BODY WASH 4X1GAL/CS CROWN PAPER SPECIAL	7.10/GL
GL	FCHDTSC	HEAVY DUTY TILE AND SHOWER CLEANER 4/GL PER CS	19.50/GL
EA	K5635	INSTANT HAND SANITIZER GELL 4oz GELL OVAL BOTTLE 24/CS	1.81/EA
CS	K5665	KUTOL 800MIL PINK LOTION SOAP 12/CS DCV VALVE	39.16/CS
CS	ST-794	PRE MEASURED .5OZ PAKET DETERGENT DISINFECTANT2/90CS	57.95/CS
<b>DISPENSERS-MISC EQUIPMNT</b>			
EA	K16BK31	HANDS FREE EASY FOAM DISPENSER HANDS FREE/BLACK /6CS <i>For more information: 9</i>	0.00/EA
<b>LINERS, LOW/HI-DENSITY</b>			
CS	RBI47125CR	43X47 1.25MIL 100/CS BLACK LINER	28.30/CS
CS	RBI32070CR	CROWN ROLLED LINERS LOW D 24X32 .7MIL BLACK 500/CS	28.50/CS
<b>MISCELLANEOUS</b>			
EA	GO2730-12	BLACK HANDS FREE GO JO DISPENSER	20.00/EA
BX	NITRILEBVSM	NITRILE BLUE-VIOLET EXAM GLOVE SM,200X10BXPERCS (N125FS)	8.50/BX

U/M	PRODUCT CODE	DESCRIPTION		PRICE
BX	NITRILEBVLG	NITRILE EXAM,GLOVE,BLUE	VIOLET/200X10BXPERCS{N125FL}	8.50/BX
BX	NITRILEBVMD	NITRILE EXAM GLOVE MED BLUE	VIOLET/10BXOF200PRCS{N125FM}	8.50/BX
BX	NITRILEBVXLG	NITRILE EXAM GLOVE BLUE VIOLET	10BX,OF,200CS XLG{N125FX}	8.90/BX
<b>PAPER-TWL,TIS,SC,FAC,NAP</b>				
CS	CZ19378	COMPACT TOILET TISSUE NEW PACK	18/1500/CS CORELESS 4X4.5 WHT	43.79/CS
CS	SOL11513	FACIAL TISSUE FLAT BOX 2 PLY	30/100/CS	24.75/CS
CS	SCAMB540A	MULTIFOLDS WHITE ADVANCED	16/250 PER CASE{4000}	18.96/CS
CS	THW800TAD	ROLL TOWEL ULTRA ABSORBENT	800' WHITE 6/800'CS	54.54/CS
CS	SCARB8002	ROLL TOWEL WHITE TORK 6/800	UNIVERSAL	24.12/CS
CS	WENSEAT	SEATCOVER 1/2 FOLD 20/250/CS		39.75/CS
CS	TP1W	TOILET TISSUE UNIVERSAL 1 PLY	WRAPPED 96/1000/CS	41.72/CS
<b>PAPER-WIPERS, WORKWEAR</b>				
CS	CLO31428	CLOROX GERMICIDAL WYPES	REFILL 2/700/CS FRESH SCENT	72.53/CS
<b>WETMOP/FL SQG/WAX APPLIC</b>				
EA	GSAWM7524	MOP ECONOMY 24OZ CUT END	WET MOP/WHITE/12PR/CS	3.98/EA

PRICES ARE GOOD FROM 5-23-19 TO 12-31-19