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November 15, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF A LAUNDRY SERVICES AGREEMENT AND AMENDMENT
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

26 November 15, 2016

LORI GLASGOW
EXECUTIVE OFFICER

SUBJECT

Request approval of an Agreement for the provision of Laundry Services at Department of Health Services, Department of Public Health, and Probation Department facilities and an Amendment to an existing Agreement for Rancho Los Amigos National Rehabilitation Center.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Director of Health Services (Director), or his designee, to execute an Agreement with Crothall Laundry Services, Inc. (Crothall), for the provision of Laundry Services at Department of Health Services (DHS), Department of Public Health (DPH), and Probation Department (Probation) for the various facilities listed in Attachment A, effective upon execution with a term of December 1, 2016 through November 30, 2021, with provisions to extend the Agreement term for up to two additional one-year periods, at an estimated total annual amount of \$3,926,859, comprised of \$3,349,722 for DHS, \$7,140 for DPH, and \$569,997 for Probation.

2. Delegate authority to the Director, or his designee, to amend the Agreement to: (i) add or delete County facilities and laundry services; (ii) add, delete, and/or change certain terms and conditions as required by Federal or State law or regulation, County policy, County's Board of Supervisors and Chief Executive Officer; (iii) incorporate necessary changes within the scope of

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

Tel: (213) 240-8101
Fax: (213) 481-0503

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To ensure access to high-quality, patient-centered, cost-effective health care to Los Angeles County residents through direct services at DHS facilities and through collaboration with community and university partners.



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work; (iv) approve a Cost-of-Living Adjustment (COLA) commencing in Year 4, at the Director's discretion, consistent with the Board's COLA policy, and (v) exercise the additional two (2) one-year periods through November 30, 2023, subject to prior review and approval by County Counsel;

3. Authorize the Director, or his designee, to extend Agreement H-703924 with Crothall solely for the provision of Laundry Services at Rancho Los Amigos National Rehabilitation Center (RLANRC), through July 31, 2018, with a maximum Agreement sum of \$508,482 for the entire period.

4. Delegate authority to the Director, or his designee, to amend Agreement H-703924 to: (i) at the Director's discretion, grant a COLA, for the period June 1, 2017 through July 31, 2018, consistent with the Board's COLA policy, and (ii) increase the maximum Agreement Sum by no greater than ten (10) percent of the maximum agreement sum or \$50,848.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Background:

Providing quality Laundry Services is a vital part of the County healthcare system as DHS does not have the facilities or staff to perform laundry services on-site. Laundry Services are currently provided at six (6) DHS facilities under Agreement H-703924 with Crothall that will expire on November 30, 2016. During the preparation of the Request for Proposals (RFP) for a successor agreement, DHS conducted a survey of other County Departments that could benefit from these services, and DPH and Probation expressed an interest. Therefore, DHS expanded the RFP to include DPH and Probation. RLANRC was not included in the RFP due to the current capital improvement project on its campus and the uncertainty at the time as to its effect on Laundry Services. In order to ensure RLANRC continued receiving Laundry Services, DHS reached an agreement with Crothall to continue services to that facility at the current per clean pound rate in the Agreement for two years.

Recommendations:

Approval of the first recommendation will allow the Director, or his designee, to execute an Agreement, substantially similar to Exhibit I, for the continued provision of Laundry Services for DHS, and will also include, services to DPH and Probation facilities.

Approval of the second recommendation will allow the Director, or his designee, to exercise the optional two (2) one-year term extensions. This will also allow the Department to add or delete County facilities, add; delete; and/or change certain terms and conditions as required by Federal or State Law or regulation, incorporate necessary changes within the scope of work, and approve COLAs at the Director's discretion, consistent with the Board's COLA policy.

Approval of the third recommendation will authorize the Director, or his designee, to execute an Amendment to existing Agreement H-703924, substantially similar to Exhibit II with Crothall for the provision of Laundry Services to RLANRC through July 31, 2018, which should coincide with the completion of the capital improvement project. At that time, it is expected that RLANRC will be added to the new Agreement as allowed by the second recommendation. The Agreement allows the Director or his/her designee to add or delete facilities to be served during the term of the Agreement.

Implementation of Strategic Plan Goals

The recommended actions support Goal 1, Operational Effectiveness/Fiscal Sustainability, and Goal 3, Integrated Services Delivery of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

Under the new Agreement, the Contractor will be compensated based on a fixed all-inclusive price of \$.4625 per clean pound of linen for Region 1, \$.85 per clean pound of linen for Region 2, \$.4140 per clean pound of linen for Region 3, and \$.4310 per clean pound of linen for Region 4. This fixed all-inclusive price remains in effect for the first three years of the Agreement. If requested by the Contractor, the Agreement's prices may, at the sole discretion of the County, be increased for each subsequent year of the Agreement, in accordance with the County's COLA policy.

During the extension period for Agreement H-703924, the Contractor will be compensated at the fixed all-inclusive price of \$0.3957 per clean pound of linen. Expenditures under the Agreement may vary depending on the volume of services (pounds of clean linen) provided. Funding is included in DHS' FY 2016-17 Final Budget, and will be requested in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

New Crothall Agreement:

The Contractor is accredited by the Healthcare Laundry Accreditation Council (HLAC), which offers the highest standards in the industry for patient safety and infection prevention. Accreditation is acquired by meeting standards based on federal regulations and best industry practices, and successfully passing a plant inspection process. Accreditation is valid for three years and renewed thereafter by successfully passing re-inspection by an HLAC representative. DHS has determined that as an improvement to the prior Agreement for Laundry Services, an HLAC accreditation requirement will ensure better services to our healthcare facilities.

DHS has included provisions under delegated authority to include other County facilities under the new Agreement in the future. The County may terminate this Agreement with ten (10) days prior written notice. The Contractor requested that Agreement language be included to allow them to terminate services to a facility in the event there is nonpayment of invoices after a sixty (60) day period.

Both Agreements:

County Counsel has reviewed and approved Exhibit I and II as to form. The Agreements include all of the standard provisions mandated by the Board.

DHS has determined that the Agreements are not Proposition A Agreements and therefore are exempt from the Living Wage Ordinance.

CONTRACTING PROCESS

On August 19, 2016, DHS released a RFP for Laundry Services for DHS, DPH, and Probation

facilities within four (4) Regions throughout Los Angeles County. Proposers were required to submit a proposal that includes one or more of the Regions and were required to bid on all facilities within a Region. The RFP was posted on the DHS Contracts and Grants website and the County "Doing Business with Us" website. The proposal submission deadline was September 19, 2016, and two vendors, Crothall and Angelica, submitted proposals by this deadline.

An Evaluation Committee comprised of County staff from DHS, Probation, and DPH evaluated the two proposals. The Evaluation Committee evaluated each proposal based on criteria identified in the RFP including: Performance History, Background and Experience, Approach to Laundry Service, Region Specific Approach to Providing Required Services, and Price. Using the informed averaging methodology, Crothall, was determined to be the highest ranked proposer for each of the four (4) Regions. Crothall submitted the lowest price per pound for regions 1, 3, and 4. Angelica submitted the lowest price for region 2. During Contract negotiations, DHS asked Crothall to match Angelica's price for region 2, which they did. The non-selected proposer was offered and given a debriefing. There were no protests as a result of this solicitation.

With regards to Agreement H-703924, Crothall was originally awarded the Agreement as a result of a competitive solicitation.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will ensure the continued provision of Laundry Services to meet needs at DHS, DPH, and Probation facilities.

Respectfully submitted,



Mitchell H. Katz, M.D.

Director

MHK:az

Enclosures

- c: Chief Executive Office
- County Counsel
- Executive Office, Board of Supervisors
- Probation Department
- Department of Public Health

COUNTY FACILITIES BY DEPARTMENT

DEPARTMENT OF HEALTH SERVICES

1. Antelope Valley Health Center
2. Augustus F. Hawkins Mental Health Center
3. Bellflower Health Center
4. Edward R. Roybal Comprehensive Health Center
5. El Monte Comprehensive Health Center
6. Glendale Health Center
7. H. Claude Hudson Comprehensive Health Center
8. Harbor-UCLA Medical Center
9. High Desert Regional Health Center
10. Hubert H. Humphrey Comprehensive Health Center
11. LAC+USC Medical Center
12. Lake Los Angeles Health Center
13. La Puente Health Center
14. Littlerock Health Center
15. Long Beach Comprehensive Health Center
16. Martin Luther King Jr. Outpatient Center
17. Mid-Valley Comprehensive Health Center
18. Olive View-UCLA Medical Center
19. San Fernando Health Center
20. South Valley Health Center
21. Wilmington Health Center

DEPARTMENT OF PUBLIC HEALTH

22. Antelope Valley Rehabilitation Center

PROBATION DEPARTMENT

23. Camp Afflerbaugh
24. Camp Gonzales
25. Camp Mendenhall
26. Camp Paige
27. Camp Rockey
28. Camp Scott
29. Camp Scudder
30. Dorothy Kirby Center

DEPARTMENT OF HEALTH SERVICES



AGREEMENT

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND

CROTHALL LAUNDRY SERVICES, INC.

FOR

LAUNDRY SERVICES

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AGREEMENT BY AND BETWEEN
COUNTY OF LOS ANGELES
AND
CROTHALL LAUNDRY SERVICES, INC.
FOR
LAUNDRY SERVICES

This Agreement and Exhibits made and entered into this ___ day of _____, 20__ by and between the County of Los Angeles, hereinafter referred to as County and Crothall Laundry Services, Inc., hereinafter referred to as Contractor. Crothall Laundry Services, Inc. is located at 1500 Liberty Ridge Dr., Suite 210, Wayne, PA 19087.

RECITALS

WHEREAS, the County may contract with private businesses for Laundry Services when certain requirements are met; and

WHEREAS, the Contractor is a private firm specializing in providing Laundry Services; and

WHEREAS, this Agreement is therefore authorized under California Code, Government Code Section 31000 which authorizes the Board of Supervisors to contract for Laundry Services; and

WHEREAS, pursuant to California Health and Safety Code Sections 1441 and 1445, County has established and operated, through its Department of Health Services (hereafter "DHS" or "Department"), a network of County facilities; and

WHEREAS, Contractor is duly licensed and certified under the laws of the State of California to engage in the business of providing laundry services as described hereunder and possesses the competence, expertise, and personnel required to provide such services; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

1.0 APPLICABLE DOCUMENTS

Exhibits A, B, C, D, E, F, G, H, I, and J are attached to and form a part of this Agreement. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Agreement and the Exhibits, or between Exhibits, such conflict or inconsistency shall be resolved by giving precedence first to the Agreement and then to the Exhibits according to the following priority.

Standard Exhibits:

- 1.1 EXHIBIT A - Statement of Work
- 1.2 EXHIBIT B - Pricing Schedule
 - EXHIBIT B – Pricing Schedule - Region 1
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 - EXHIBIT B – Pricing Schedule - Region 3
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- 1.7 EXHIBIT G - Contractor Acknowledgement and Confidentiality Agreement
- 1.8 EXHIBIT H - Jury Service Ordinance
- 1.9 EXHIBIT I - Safely Surrendered Baby Law

Unique Exhibits:

- 1.10 EXHIBIT J - Charitable Contributions Certification

This Agreement and the Exhibits hereto constitute the complete and exclusive statement of understanding between the parties, and supersedes all previous agreements, written and oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Sub-paragraph 8.1 - Amendments and signed by both parties.

2.0 DEFINITIONS

The headings herein contained are for convenience and reference only and are not intended to define the scope of any provision thereof. The following words as used herein shall be construed to have the following meaning, unless otherwise apparent from the context in which they are used.

- 2.1 **Agreement:** This contract executed between County and Contractor. It sets forth the terms and conditions for the issuance and performance of the Exhibit A - Statement of Work.
- 2.2 **Contractor:** The sole proprietor, partnership, limited liability company or corporation that has entered into this Agreement with the County to perform or execute the work covered by the Exhibit A - Statement of Work.
- 2.3 **Contractor's Project Manager:** The individual designated by the Contractor to administer the Agreement operations after the Agreement award.
- 2.4 **Day(s):** Calendar day(s) unless otherwise specified.
- 2.5 **DHS:** Department of Health Services
- 2.6 **Director:** Director of Health Services or his/her authorized designee.
- 2.7 **Facility:** Department of Health Services Medical Centers, Health Centers, or Outpatient Centers and Department of Public Health and Probation Department facilities.
- 2.8 **County's Project Director:** Person designated by the County with authority for the County on administrative matters relating to this Agreement that cannot be resolved by the Facility's Project Manager.
- 2.9 **Facility's Project Manager:** Facility specific person designated by County's Project Director to manage the operations under this Agreement with respect to that facility.

- 2.10 Facility's Project Monitor:** Facility specific person with responsibility to oversee the day to day activities of this Agreement. Responsibility for inspections of any and all tasks, deliverables, goods, services and other work provided by the Contractor, who may also be working in the capacity of the Facility's Project Manager.
- 2.11 Fiscal Year:** The twelve (12) month period beginning July 1st and ending the following June 30th.

3.0 WORK

- 3.1 Pursuant to the provisions of this Agreement, the Contractor shall fully perform, complete and deliver on time, all tasks, deliverables, services and other work as set forth herein.
- 3.2 If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Agreement, the same shall be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor shall have no claim whatsoever against the County.

4.0 TERM OF AGREEMENT

- 4.1 The term of this Agreement shall commence December 1, 2016 through November 30, 2021 as authorized by the County's Board of Supervisors, unless sooner terminated or extended, in whole or in part, as provided in this Agreement.
- 4.2 The County shall have the sole option to extend this Agreement term for up to two (2) additional one-year periods, for a maximum total Agreement term of seven (7) years. Each such option and extension shall be exercised at the sole discretion of the Director or his/her designee as authorized by the Board of Supervisors in accordance with Sub-paragraph 8.1 - Amendments.
- 4.3 The County maintains databases that track/monitor Contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise an Agreement term extension option.
- 4.4 The Contractor shall notify DHS when this Agreement is within six (6) months from the expiration of the term as provided for hereinabove. Upon occurrence of this event, the Contractor shall send written notification to the DHS at the address herein provided in Exhibit E - County's Administration.

5.0 AGREEMENT SUM, BILLING AND PAYMENT

- 5.1 All billings by Contractor for services provided pursuant to this Agreement shall be in accordance with the terms, conditions, and rates set forth in Exhibit B – Pricing Schedule, attached hereto and incorporated herein by reference.
- 5.2 The Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein. Assumption or takeover of any of the Contractor's duties, responsibilities, or obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever, shall occur only with the County's express prior written approval.
- 5.3 The Contractor shall maintain a system of record keeping that will allow the Contractor to determine when it has incurred seventy-five percent (75%) of the total Agreement authorization under this Agreement. Upon occurrence of this event, the Contractor shall send written notification to DHS at the address herein provided in Exhibit E - County's Administration.

5.4 No Payment for Services Provided Following Expiration/Termination of Agreement

The Contractor shall have no claim against the County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by the Contractor after the expiration or other termination of this Agreement. Should the Contractor receive any such payment it shall immediately notify the County and shall immediately repay all such funds to the County. Payment by the County for services rendered after expiration/termination of this Agreement shall not constitute a waiver of the County's right to recover such payment from the Contractor. This provision shall survive the expiration or other termination of this Agreement.

5.5 Invoices and Payments

- 5.5.1 The Contractor shall invoice the County in arrears only for providing the tasks, deliverables, goods, services, and other work specified in Exhibit A - Statement of Work and elsewhere hereunder. The Contractor shall prepare

invoices, which shall include the charges owed to the Contractor by the County under the terms of this Agreement. The Contractor's payments shall be as provided in Exhibit B - Pricing Schedule, and the Contractor shall be paid only for the tasks, deliverables, goods, services, and other work approved in writing by the County. If the County does not approve work in writing no payment shall be due to the Contractor for that work.

- 5.5.2 The Contractor's invoices shall be priced in accordance with Exhibit B - Pricing Schedule.
- 5.5.3 The Contractor's invoices shall contain the information set forth in Exhibit A - Statement of Work describing the tasks, deliverables, goods, services, work hours, and facility and/or other work for which payment is claimed.
- 5.5.4 The Contractor shall submit the monthly invoices to the County by the 15th calendar day of the month following the month of service. Accurate and correct invoices shall be paid by the County within thirty (30) days after receipt.
- 5.5.5 All invoices under this Agreement shall be submitted in two (2) copies to the address for each facility indicated on Exhibit E County Administration.

5.5.6 County Approval of Invoices

All invoices submitted by the Contractor for payment must have the written approval of the Facility's Project Manager prior to any payment thereof. In no event shall the County be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

5.5.7 Nonpayment by County

If the County has not made payment within sixty (60) calendar days from the date such payment was originally due, the Contractor may terminate Laundry Services provided to a specific facility ten (10) business days after the County's receipt of written notice that it has failed to make payment when due for the respective facility. Any non-payment claimed by the Contractor must be supported

by an invoice validly submitted according to paragraph 5.5, Invoices and Payments, of this Agreement.

5.6 Cost of Living Adjustments (COLA's)

The Contractor(s)' price per clean pound of linen shall be fixed for the first three (3) years of the Agreement. If requested by the Contractor, the Agreement's price per clean pound of linen may, at the sole discretion of the County, be increased for each subsequent year of the Agreement, based on the most recently published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index (CPI) for the Los Angeles-Riverside-Orange County Area for the 12-month period preceding the Agreement anniversary date, which shall be the effective date for any Cost of Living Adjustment (COLA). However, any increase shall not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted. Further, before any COLA increase shall take effect and become part of this Agreement, it shall require a written amendment to this Agreement first, that has been formally approved and executed by the parties, in accordance with Sub-paragraph 8.1 – Amendments.

6.0 ADMINISTRATION OF AGREEMENT - COUNTY

COUNTY ADMINISTRATION

The Director shall have the authority to administer this Agreement on behalf of the County. The Director retains professional and administrative responsibility for the services rendered under this Agreement. A listing of all County Administration referenced in the following Sub-paragraphs is designated in Exhibit E - County's Administration. The County shall notify the Contractor in writing of any change in the names or addresses shown.

6.1 County's Project Director

Responsibilities of the County's Project Director include:

- ensuring that the objectives of this Agreement are met; and
- providing direction to the Contractor in the areas relating to County policy, information requirements, and procedural requirements.

6.2 Facility's Project Manager

6.2.1 A Facility Project manager will be identified for each Facility in each Region. Each Region will also have a designated Lead Facility Project Manager who will be responsible for convening monthly meetings with Contractor and all Facility Project Managers in the Region.

6.2.2 The responsibilities of the Facility's Project Manager include:

- meeting with the Contractor's Project Manager on a regular basis; and
- inspecting any and all tasks, deliverables, goods, services, or other work provided by or on behalf of the Contractor.

6.2.3 The Facility's Project Manager is not authorized to make any changes in any of the terms and conditions of this Agreement and is not authorized to further obligate the County in any respect whatsoever.

6.3 Facility's Project Monitor

The Facility's Project Monitor is responsible for overseeing the day-to-day administration of this Agreement. The Project Monitor reports to the Facility's Project Manager.

7.0 ADMINISTRATION OF AGREEMENT - CONTRACTOR

7.1 Contractor's Project Manager

7.1.1 The Contractor's Project Manager is designated in Exhibit F - Contractor's Administration. The Contractor shall notify the County in writing, within five (5) business days, of any change in the name or address of the Contractor's Project Manager.

7.1.2 The Contractor's Project Manager shall be responsible for the Contractor's day-to-day activities as related to this Agreement and shall coordinate with Facility Project Managers and Facility Project Monitors on a regular basis.

7.1.3 The Contractor's Project Manager shall have a minimum of three (3) years of experience within the last five (5) years managing laundry services.

7.2 Contractor's Authorized Official(s)

7.2.1 The Contractor's Authorized Official(s) are designated in Exhibit F. The Contractor shall promptly notify the County in writing of any change in the name(s) or address(es) of the Contractor's Authorized Official(s).

7.2.2 The Contractor represents and warrants that all requirements of the Contractor have been fulfilled to provide actual authority to such officials to execute documents under this Agreement on behalf of the Contractor.

7.3 Approval of Contractor's Staff

The County has the absolute right to approve or disapprove all of the Contractor's staff performing work hereunder and any proposed changes in the Contractor's staff, including, but not limited to, the Contractor's Project Manager. The Contractor shall be responsible for immediately removing and replacing any employee from work on this Agreement within twenty-four (24) hours after it is requested to do so by the appropriate Facility Project Manager.

7.4 Contractor's Staff Identification

The Contractor shall provide, at the Contractor's expense, all staff providing services under this Agreement with a photo identification badge.

7.5 Background and Security Investigations

7.5.1 At the discretion of the County, all Contractor staff performing work under this Agreement may be required to undergo and pass, to the satisfaction of the County, a background investigation as a condition of beginning and continuing to work under this Agreement. The County shall use its discretion in determining the method of background clearance to be used, which may include but is not limited to fingerprinting. The County shall perform the background check.

7.5.2 The County may request that the Contractor's staff be immediately removed from working on the County Agreement at any time during the term of this Agreement. The County will not provide to the Contractor nor to the Contractor's staff any information obtained through the County conducted background clearance.

- 7.5.3 The County may immediately, at the sole discretion of the County, deny or terminate facility access to the Contractor's staff that do not pass such investigation(s) to the satisfaction of the County whose background or conduct is incompatible with County facility access.
- 7.5.4 Disqualification, if any, of the Contractor's staff, pursuant to this Sub-paragraph 7.5, shall not relieve the Contractor of its obligation to complete all work in accordance with the terms and conditions of this Agreement.

7.6 Confidentiality

- 7.6.1 The Contractor shall maintain the confidentiality of all records and information, including, but not limited to, billings, the County records and patient records, in accordance with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information.
- 7.6.2 The Contractor shall indemnify, defend, and hold harmless the County, its Special Districts, elected and appointed officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs and expenses, administrative penalties and fines assessed including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by the Contractor, its officers, employees, agents, or subcontractors, to comply with this Sub-paragraph 7.6, as determined by the County in its sole judgment. Any legal defense pursuant to the Contractor's indemnification obligations under this Sub-paragraph 7.6 shall be conducted by the Contractor and performed by counsel selected by the Contractor and approved by the County. Notwithstanding the preceding sentence, the County shall have the right to participate in any such defense at its sole cost and expense, except that in the event the Contractor fails to provide the County with a full and adequate defense, as determined by the County in its sole judgment, the County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and reimbursement from the Contractor for all such costs and

expenses incurred by the County in doing so. The Contractor shall not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of the County without the County's prior written approval.

7.6.3 The Contractor shall inform all of its officers, employees, agents and subcontractors providing services hereunder of the confidentiality and indemnification provisions of this Agreement.

7.6.4 The Contractor shall sign and adhere to the provisions of the Exhibit G - Contractor Acknowledgement and Confidentiality Agreement.

7.7 Healthcare Laundry Accreditation Council

The Contractor shall maintain its accreditation with the Healthcare Laundry Accreditation Council at all times during the term of this Agreement. The Contractor must notify the County and provide a Corrective Action Plan within five (5) business days if the Contractor's accreditation status changes or becomes revoked.

7.8 Staff Performance under the Influence

The Contractor shall not knowingly permit any employee to perform services under this Agreement while under the influence of any alcoholic beverage, medication, narcotic, or other substance which might impair their physical or mental performance.

8.0 STANDARD TERMS AND CONDITIONS

8.1 AMENDMENTS

8.1.1 For any change which affects the scope of work, addition and/or deletion of a facility, term, Agreement Sum, payments, or any term or condition included under this Agreement, an Amendment shall be prepared by the County and then executed by the Contractor and by the Board of Supervisors or its authorized designee.

8.1.2 The County's Board of Supervisors or Chief Executive Officer or designee may require the addition and/or change of certain terms and conditions in the Agreement during the term of this Agreement. The County reserves the right to add and/or change such provisions as required by the

County's Board of Supervisors, Chief Executive Officer or designee. To implement such changes, an Amendment to the Agreement shall be prepared by the County and then executed by the Contractor and by the Director or his/her designee.

8.1.3 The Director or his/her designee, may at his/her sole discretion, authorize extensions of time as defined in Paragraph 4.0 - Term of Agreement. The Contractor agrees that such extensions of time shall not change any other term or condition of this Agreement during the period of such extensions. To implement an extension of time, an Amendment to the Agreement shall be prepared by the County and then executed by the Contractor and by the Director or his/her designee.

8.1.4 The Director or his/her designee may require, at his/her sole discretion, the addition and/or change of certain terms and conditions in the Agreement to conform to changes in federal or state law or regulation, during the term of this Agreement. The County reserves the unilateral right to add and/or change such provisions as required by law or regulation, without the need for the Contractor's written consent, to preserve this Agreement's conformity and compliance to federal and state law or regulation. To implement such changes, an Amendment to the Agreement shall be prepared by the County and then executed by the Contractor and by the Director or his/her designee.

8.2 ASSIGNMENT AND DELEGATION

8.2.1 The Contractor shall not assign its rights or delegate its duties under this Agreement, or both, whether in whole or in part, without the prior written consent of the County, in its discretion, and any attempted assignment or delegation without such consent shall be null and void. For purposes of this Sub-paragraph, the County consent shall require a written amendment to the Agreement, which is formally approved and executed by the parties. Any payments by the County to any approved delegate or assignee on any claim under this Agreement shall be deductible, at the County's sole discretion, against the claims, which the Contractor may have against the County.

- 8.2.2 Shareholders, partners, members, or other equity holders of the Contractor may transfer, sell, exchange, assign, or divest themselves of any interest they may have therein. However, in the event any such sale, transfer, exchange, assignment, or divestment is effected in such a way as to give majority control of the Contractor to any person(s), corporation, partnership, or legal entity other than the majority controlling interest therein at the time of execution of the Agreement, such disposition is an assignment requiring the prior written consent of the County in accordance with applicable provisions of this Agreement.
- 8.2.3 Any assumption, assignment, delegation, or takeover of any of the Contractor's duties, responsibilities, obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without the County's express prior written approval, shall be a material breach of the Agreement which may result in the termination of this Agreement. In the event of such termination, the County shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor.

8.3 AUTHORIZATION WARRANTY

The Contractor represents and warrants that the person executing this Agreement for the Contractor is an authorized agent who has actual authority to bind the Contractor to each and every term, condition, and obligation of this Agreement and that all requirements of the Contractor have been fulfilled to provide such actual authority.

8.4 BUDGET REDUCTIONS

In the event that the County's Board of Supervisors adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of the County employees and imposes similar reductions with respect to the County contracts, the County reserves the right to reduce its payment obligation under this Agreement correspondingly for that fiscal year and any subsequent fiscal year during the term of this Agreement (including any extensions), and the services to be provided by the Contractor under this Agreement shall also be reduced correspondingly. The County's notice to the Contractor regarding said reduction in payment obligation shall be provided within thirty

(30) calendar days of the Board's approval of such actions. Except as set forth in the preceding sentence, the Contractor shall continue to provide all of the services set forth in this Agreement.

8.5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS (2 C.F.R. PART 376)

The Contractor hereby acknowledges that the County is prohibited from contracting with and making sub-awards to parties that are suspended, debarred, ineligible, or excluded or whose principals are suspended, debarred, ineligible, or excluded from securing federally funded contracts. By executing this Agreement, the Contractor certifies that neither it nor any of its owners, officers, partners, directors, other principals, employees, or independent contractors is currently suspended, debarred, ineligible, or excluded from securing federally funded contracts. Further, by executing this Agreement, the Contractor certifies that, to its knowledge, none of its subcontractors, at any tier, or any owners, officers, partners, directors, other principals, employees, or independent contractors of any subcontractor is currently suspended, debarred, ineligible, or excluded from securing federally funded contracts. The Contractor shall immediately notify the County in writing, during the term of this Agreement, should it or any of the aforementioned parties either be suspended, debarred, ineligible, or excluded from securing federally funded contracts. Failure of the Contractor to comply with this provision shall constitute a material breach of this Agreement upon which the County may immediately terminate or suspend this Agreement.

8.6 COMPLAINTS

The Contractor shall develop, maintain and operate procedures for receiving, investigating and responding to complaints.

8.6.1 Within 30 business days after Agreement effective date, the Contractor shall provide the County with the Contractor's policy for receiving, investigating and responding to user complaints.

8.6.2 The County will review the Contractor's policy and provide the Contractor with approval of said plan or with requested changes.

- 8.6.3 If the County requests changes in the Contractor's policy, the Contractor shall make such changes and resubmit the plan within 10 business days for the County approval.
- 8.6.4 If, at any time, the Contractor wishes to change the Contractor's policy, the Contractor shall submit proposed changes to the County for approval before implementation.
- 8.6.5 The Contractor shall preliminarily investigate all complaints and notify the Facility's Project Manager of the status of the investigation within 5 business days of receiving the complaint.
- 8.6.6 When complaints cannot be resolved informally, a system of follow-through shall be instituted which adheres to formal plans for specific actions and strict time deadlines.
- 8.6.7 Copies of all written responses shall be sent to each Facility Project Manager within 5 business days of mailing to the complainant.

8.7 COMPLIANCE WITH APPLICABLE LAWS, RULES AND REGULATIONS

- 8.7.1 In the performance of this Agreement, the Contractor shall comply with all current and applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, including, but not limited to standards of The Joint Commission, its National Patient Safety Goals, California Code of Regulations, Title 22, Division 5 regulations and all other applicable industry best practices standards. All provisions required thereby to be included in this Agreement are incorporated herein by reference.
- 8.7.2 The Contractor shall indemnify, defend, and hold harmless the County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, administrative penalties and fines assessed, costs, and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by the Contractor, its officers, employees, agents, or subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures, as determined by the County in its

sole judgment. Any legal defense pursuant to the Contractor's indemnification obligations under this Sub-paragraph 8.7 shall be conducted by the Contractor and performed by counsel selected by the Contractor and approved by the County. Notwithstanding the preceding sentence, the County shall have the right to participate in any such defense at its sole cost and expense, except that in the event the Contractor fails to provide the County with a full and adequate defense, as determined by the County in its sole judgment, the County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and reimbursement from the Contractor for all such costs and expenses incurred by the County in doing so the Contractor shall not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of the County without the County's prior written approval.

8.8 COMPLIANCE WITH CIVIL RIGHTS LAWS- ANTI-DISCRIMINATION AND AFFIRMATIVE ACTION LAWS

8.8.1 The Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e) (1) through 2000 (e) (17); the Fair Employment & Housing Act, Government Code Section 12920-12922; and Affirmative Action in County Agreements, Chapter 4.32 of the Los Angeles County Code to the end that no person shall, on the grounds of race, color, religious creed, ancestry, national origin, sex, sexual orientation, age, physical or mental disability, medical condition, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Agreement or under any project, program, or activity supported by this Agreement.

8.8.2 The Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and shall be treated equally without regard to or because of race, color, religious creed, ancestry, national origin, sex, sexual orientation, age, physical or mental disability, medical condition, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations.

- 8.8.3 The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religious creed, ancestry, national origin, sex, sexual orientation, age, physical or mental disability, medical condition, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations. Such action shall include, but is not limited to: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- 8.8.4 The Contractor certifies and agrees that it will deal with its subcontractors, bidders, or vendors without regard to or because of race, color, religious creed, ancestry, national origin, sex, sexual orientation, age, physical or mental disability, medical condition, marital status, or political affiliation.
- 8.8.5 The Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies shall comply with all applicable Federal and State laws and regulations to the end that no person shall, on the grounds of race, color, religious creed, ancestry, national origin, sex, sexual orientation, age, physical or mental disability, medical condition, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Agreement or under any project, program, or activity supported by this Agreement.
- 8.8.6 The Contractor shall allow County representatives access to the Contractor's employment records during regular business hours to verify compliance with the provisions of this Sub-paragraph 8.8 when so requested by the County.
- 8.8.7 If the County finds that any provisions of this Sub-paragraph 8.8 have been violated, such violation shall constitute a material breach of this Agreement upon which the County may terminate or suspend this Agreement. While the County reserves the right to determine independently that the anti-discrimination provisions of this Agreement have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission

that the Contractor has violated Federal or State anti-discrimination laws or regulations shall constitute a finding by the County that the Contractor has violated the anti-discrimination provisions of this Agreement.

8.8.8 The parties agree that in the event the Contractor violates any of the anti-discrimination provisions of this Agreement, the County shall, at its sole option, be entitled to the sum of Five Hundred Dollars (\$500) for each such violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Agreement.

8.8.9 **Intentionally Omitted**

8.8.10 The Contractor shall certify to, and comply with, the provisions of Exhibit D - Contractor's EEO Certification.

8.9 COMPLIANCE WITH THE COUNTY'S JURY SERVICE PROGRAM

8.9.1 Jury Service Program:

This Agreement is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code, a copy of which is attached as Exhibit H and incorporated by reference into and made a part of this Agreement.

8.9.2 Written Employee Jury Service Policy.

1. Unless the Contractor has demonstrated to the County's satisfaction either that the Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that the Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), the Contractor shall have and adhere to a written policy that provides that its Employees shall receive from the Contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.

2. For purposes of this Sub-paragraph, “Contractor” means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County Contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. “Employee” means any California resident who is a full-time employee of the Contractor. “Full-time” means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County, or 2) the Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If the Contractor uses any subcontractor to perform services for the County under the Agreement, the subcontractor shall also be subject to the provisions of this Sub-paragraph. The provisions of this Sub-paragraph shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the Agreement.
3. If the Contractor is not required to comply with the Jury Service Program when this Agreement commences, the Contractor shall have a continuing obligation to review the applicability of its “exception status” from the Jury Service Program, and the Contractor shall immediately notify the County if the Contractor at any time either comes within the Jury Service Program’s definition of “Contractor” or if the Contractor no longer qualifies for an exception to the Jury Service Program. In either event, the Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the Agreement and at its sole discretion, that the Contractor demonstrate, to the County’s satisfaction that the Contractor either continues to remain outside of the Jury Service Program’s definition of “Contractor” and/or that the Contractor continues to qualify for an exception to the Program.
4. The Contractor’s violation of this Sub-paragraph of the Agreement may constitute a material breach of the

Agreement. In the event of such material breach, County may, in its sole discretion, terminate the Agreement and/or bar the Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

8.10 CONFLICT OF INTEREST

8.10.1 No County employee whose position with the County enables such employee to influence the award or administration of this Agreement or any competing contract, and no spouse or economic dependent of such employee, shall be employed in any capacity by the Contractor or have any other direct or indirect financial interest in this Agreement. No officer or employee of the Contractor who may financially benefit from the performance of work hereunder shall in any way participate in the County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence the County's approval or ongoing evaluation of such work.

8.10.2 The Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Agreement. The Contractor warrants that it is not now aware of any facts that create a conflict of interest. If the Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to the County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this Sub-paragraph shall be a material breach of this Agreement.

8.11 CONSIDERATION OF HIRING COUNTY EMPLOYEES TARGETED FOR LAYOFF/OR RE-EMPLOYMENT LIST

Should the Contractor require additional or replacement personnel after the effective date of this Agreement to perform the services set forth herein, the Contractor shall give first consideration for such employment openings to qualified, permanent County employees who are targeted for layoff or qualified, former County employees who are on a re-employment list during the life of this Agreement.

8.12 CONSIDERATION OF HIRING GAIN/GROW PARTICIPANTS

- 8.12.1 Should the Contractor require additional or replacement personnel after the effective date of this Agreement, the Contractor shall give consideration for any such employment openings to participants in the County's Department of Public Social Services (DPSS) Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the Contractor's minimum qualifications for the open position. For this purpose, consideration shall mean that the Contractor will interview qualified candidates. The County will refer GAIN/GROW participants by job category to the Contractor. The Contractors shall report all job openings with job requirements to: GAINGROW@dpss.lacounty.gov to obtain a list of qualified GAIN/GROW job candidates.
- 8.12.2 In the event that both laid-off County employees and GAIN/GROW participants are available for hiring, County employees shall be given first priority.

8.13 CONTRACTOR RESPONSIBILITY AND DEBARMENT

8.13.1 Responsible Contractor

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the contract. It is the County's policy to conduct business only with responsible Contractors.

8.13.2 Chapter 2.202 of the County Code

The Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if the County acquires information concerning the performance of the Contractor on this or other contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the contract, debar the Contractor from bidding or proposing on, or being awarded, and/or performing work on County contracts for a specified period of time, which generally will not exceed five years but may exceed five years or be permanent if warranted by the circumstances, and terminate any or all existing contracts the Contractor may have with the County.

8.13.3 Non-responsible Contractor

The County may debar a Contractor if the Board of Supervisors finds, in its discretion, that the Contractor has done any of the following: (1) violated a term of a contract with the County or a nonprofit corporation created by the County, (2) committed an act or omission which negatively reflects on the Contractor's quality, fitness or capacity to perform a contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against the County or any other public entity.

8.13.4 Contractor Hearing Board

1. If there is evidence that the Contractor may be subject to debarment, the Department will notify the Contractor in writing of the evidence which is the basis for the proposed debarment and will advise the Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.
2. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Contractor and/or the Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative proposed decision, which shall contain a recommendation regarding whether the Contractor should be debarred, and, if so, the appropriate length of time of the debarment. The Contractor and the Department shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Supervisors.
3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed

decision and recommendation of the Contractor Hearing Board.

4. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that the Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of the County.
5. The Contractor Hearing Board will consider a request for review of a debarment determination only where (1) the Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.
6. The Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.

8.13.5 Subcontractors of Contractor

These terms shall also apply to subcontractors of County Contractors.

8.14 CONTRACTOR'S ACKNOWLEDGEMENT OF COUNTY'S COMMITMENT TO THE SAFELY SURRENDERED BABY LAW

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all County Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its subcontractors, if any, to post this poster in a prominent position in the subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used. Information on how to receive the poster can be found on the Internet at www.babysafela.org.

8.15 CONTRACTOR'S EXCLUSION FROM PARTICIPATING IN A FEDERALLY FUNDED PROGRAM

8.15.1 The Contractor hereby warrants that neither it nor any of its Subcontractors' owners, officers, partners, directors, other principals, employees or independent contractors is restricted or excluded from providing services under any health care program funded by the Federal government, directly or indirectly, in whole or in part, (which includes Medicare, Medi-Cal and Healthy Families) and that the Contractor will notify Director within ten (10) calendar days in writing of: (1) any event that would require the Contractor or any of the aforementioned parties' mandatory exclusion from participation in a Federally funded health care program; and (2) any exclusionary or suspension action taken by any agency of the Federal or State governments against any of the aforementioned parties' barring these parties from participating in a Federally funded health care program, whether such bar is direct or indirect, or whether such bar is in whole or in part.

8.15.2 The Contractor shall indemnify and hold the County harmless against any and all loss or damage the County may suffer arising from any exclusion or suspension of the Contractor or its Subcontractors' owners, officers, partners, directors, other principals, employees or independent

contractors from such participation in a Federally funded health care program.

8.15.3 Failure by the Contractor to meet the requirements of this Sub-paragraph shall constitute a material breach of contract upon which the County may immediately terminate or suspend this Agreement.

8.16 CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM

8.16.1 The Contractor acknowledges that the County has established a goal of ensuring that all individuals who benefit financially from the County through contract are in compliance with their court-ordered child, family and spousal support obligations in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

8.16.2 As required by the County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting the Contractor's duty under this Agreement to comply with all applicable provisions of law, the Contractor warrants that it is now in compliance and shall during the term of this Agreement maintain in compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

8.17 CONTRACTOR'S WARRANTY OF COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

8.17.1 The Contractor acknowledges that the County has established a goal of ensuring that all individuals and businesses that benefit financially from the County through contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

8.17.2 Unless the Contractor qualifies for an exemption or exclusion, the Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this Agreement will maintain compliance, with Los Angeles Code Chapter 2.206.

8.18 COUNTY'S QUALITY ASSURANCE PLAN

The County or its agent will evaluate the Contractor's performance under this Agreement on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all Agreement terms and conditions and performance standards. The Contractor deficiencies which the County determines are severe or continuing and that may place performance of the Agreement in jeopardy if not corrected will be reported to the Board and listed in the appropriate contractor performance database. The report to the Board will include improvement/corrective action measures taken by the County and the Contractor. If improvement does not occur consistent with the corrective action measures, the County may terminate this Agreement or impose other penalties as specified in this Agreement.

8.19 DAMAGE TO COUNTY FACILITIES, BUILDINGS OR GROUNDS

8.19.1 The Contractor shall repair, or cause to be repaired, at its own cost, any and all damage other than normal wear and tear to County facilities, buildings, or grounds caused by the Contractor or employees or agents of the Contractor. Such repairs shall be made immediately after the Contractor has become aware of such damage, but in no event later than thirty (30) days after the occurrence.

8.19.2 If the Contractor fails to make timely repairs, the County may make any necessary repairs. All costs incurred by the County, as determined by the County, for such repairs shall be repaid by the Contractor by cash payment upon demand.

8.19.3 The County reserves the unilateral right to make any repairs which Director determines, in his/her sole discretion, to be a public safety issue requiring immediate repair. The County will bill the Contractor for the cost of said repair or deduct said cost from any outstanding amounts owed by the County to the Contractor.

8.20 EMPLOYMENT ELIGIBILITY VERIFICATION

- 8.20.1 The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Agreement meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, (P.L. 99-603), or as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by law.
- 8.20.2 The Contractor shall indemnify, defend, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Agreement.

8.21 FACSIMILE REPRESENTATIONS

The County and the Contractor hereby agree to regard facsimile representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments prepared pursuant to Sub-paragraph 8.1, and received via communications facilities, as legally sufficient evidence that such original signatures have been affixed to Amendments to this Agreement, such that the parties need not follow up facsimile transmissions of such documents with subsequent (non-facsimile) transmission of "original" versions of such documents.

8.22 FAIR LABOR STANDARDS

The Contractor shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County and its agents, officers, and employees from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but

not limited to, the Federal Fair Labor Standards Act, for work performed by the Contractor's employees for which the County may be found jointly or solely liable.

8.23 FEDERAL ACCESS TO RECORDS

If, and to the extent that, Section 1861(v)(1)(I) of the Social Security Act (42 U.S.C. Section 1395x(v)(1)(I)) is applicable, the Contractor agrees that for a period of four (4) years following the furnishing of services under this Agreement, the Contractor shall maintain and make available, upon written request, to the Secretary of the United States Department of Health and Human Services or the Controller General of the United States, or to any of their authorized representatives, the Agreements, books, documents and records of the Contractor which are necessary to verify the nature and extent of the costs of services provided hereunder. Furthermore, if the Contractor carries out any of the services provided hereunder through any subcontract with a value or cost of Ten Thousand Dollars (\$10,000) or more over a twelve (12) month period with a related organization (as that term is defined under Federal law), the Contractor agrees that each such subcontract shall provide for such access to the subcontract, books, documents and records of the subcontractor.

8.24 CONTRACTOR PERFORMANCE DURING CIVIL UNREST OR DISASTER

The Contractor recognizes that health care Facilities maintained by the County provide care essential to the residents of the communities they serve, and that these services are of particular importance at the time of a riot, insurrection, civil unrest, natural disaster, or similar event. Notwithstanding any other provision of this Agreement, full performance by the Contractor during any riot, insurrection, civil unrest, natural disaster or similar event is not excused if such performance remains physically possible. Failure to comply with this requirement shall be considered a material breach by the Contractor for which the County may immediately terminate this Agreement.

8.25 GOVERNING LAW, JURISDICTION, AND VENUE

This Agreement shall be governed by, and construed in accordance with, the laws of the State of California. The Contractor agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Agreement and further

agrees and consents that venue of any action brought hereunder shall be exclusively in the County of Los Angeles.

8.26 HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA)

8.26.1 The Contractor expressly acknowledges and agrees that the provision of services under this Agreement does not require or permit access by the Contractor or any of its officers, employees, or agents, to any patient medical records/patient information. Accordingly, the Contractor shall instruct its officers, employees, and agents, that they are not to pursue, or gain access to, patient medical records for any reason whatsoever.

8.26.2 Notwithstanding the forgoing, the parties acknowledge that in the course of the provision of services hereunder, the Contractor or its officers, employees, and agents, may have inadvertent access to patient medical records/patient information. The Contractor understands and agrees that neither it nor its officers, employees, or agents, are to take advantage of such access for any purpose whatsoever.

8.26.3 Additionally, in the event of such inadvertent access, the Contractor and its officers, employees, and agents, shall maintain the confidentiality of any information obtained and shall notify Director that such access has been gained immediately, or upon the first reasonable opportunity to do so. In the event of any access, whether inadvertent or intentional, the Contractor shall indemnify, defend, and hold harmless the County, its officers, employees, and agents, from and against any and all liability, including but not limited to, actions, claims, costs, demands, expenses, and fees (including attorney and expert witness fees) arising from or connected with the Contractor's or its officers', employees', or agents', access to patient medical records/patient information. The Contractor agrees to provide appropriate training to its employees regarding their obligations as described hereinabove.

8.27 INDEPENDENT CONTRACTOR STATUS

8.27.1 This Agreement is by and between the County and the Contractor and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the

County and the Contractor. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

8.27.2 The Contractor shall be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Agreement all compensation and benefits. The County shall have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of the Contractor.

8.27.3 The Contractor understands and agrees that all persons performing work pursuant to this Agreement are, for purposes of Workers' Compensation liability, solely employees of the Contractor and not employees of the County. The Contractor shall be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of the Contractor pursuant to this Agreement.

8.27.4 The Contractor shall adhere to the provisions stated in Sub-paragraph 7.6 - Confidentiality.

8.28 INDEMNIFICATION

The Contractor shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers ("County Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from and/or relating to this Agreement, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees.

8.29 GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE

Without limiting the Contractor's indemnification of the County, and in the performance of this Agreement and until all of its obligations pursuant to this Agreement have been met, the Contractor shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in Sub-paragraphs 8.29 and 8.30 of this Agreement. These minimum insurance coverage

terms, types and limits (the “Required Insurance”) also are in addition to and separate from any other Contractual obligation imposed upon the Contractor pursuant to this Agreement. The County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Agreement.

8.29.1 Evidence of Coverage and Notice to County

- Certificate(s) of insurance coverage (Certificate) satisfactory to the County, and a copy of an Additional Insured endorsement confirming the County and its Agents (defined below) has been given Insured status under the Contractor’s General Liability policy, shall be delivered to the County at the address shown below and provided prior to commencing services under this Agreement.
- Renewal Certificates shall be provided to the County not less than 10 days prior to the Contractor’s policy expiration dates.
- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Agreement by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Contractor identified as the contracting party in this Agreement. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.
- Neither the County’s failure to obtain, nor the County’s receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to:

County of Los Angeles
Department of Health Services
Contracts and Grants Division
313 N. Figueroa Street, 6E
Los Angeles, CA 90012
Attention: Kathy K. Hanks, C.P.M.
Director, Contracts and Grants

The Contractor also shall promptly report to the County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to the Contractor. The Contractor also shall promptly notify the County of any third party claim or suit filed against the Contractor or any of its Sub-Contractors which arises from or relates to this Agreement, and could result in the filing of a claim or lawsuit against the Contractor and/or the County.

8.29.2 Additional Insured Status and Scope of Coverage

The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) shall be provided additional insured status under the Contractor's General Liability policy with respect to liability arising out of the Contractor's ongoing and completed operations performed on behalf of the County. The County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the Contractor's acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

8.29.3 Cancellation of or Changes in Insurance

The Contractor shall provide the County with, or the Contractor's insurance policies shall contain a provision that the County shall receive, written notice of cancellation in Required Insurance. The written notice shall be provided to the County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Agreement, in the sole discretion of the County, upon which the County may suspend or terminate this Agreement.

8.29.4 Failure to Maintain Insurance

The Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Agreement, upon which the County immediately may withhold payments due to the Contractor, and/or suspend or terminate this Agreement. The County, at its sole discretion, may obtain damages from the Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to the Contractor, deduct the premium cost from sums due to the Contractor or pursue the Contractor reimbursement.

8.29.5 Insurer Financial Ratings

Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by the County.

8.29.6 Contractor's Insurance Shall Be Primary

The Contractor's insurance policies, with respect to any claims related to this Agreement, shall be primary with respect to all other sources of coverage available to the Contractor. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Contractor coverage.

8.29.7 Waivers of Subrogation

To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against the County under all the Required Insurance for any loss arising from or relating to this Agreement. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

8.29.8 Sub-Contractor Insurance Coverage Requirements

The Contractor shall include all Sub-Contractors as insureds under the Contractor's own policies, or shall provide the County with each Sub-Contractor's separate evidence of insurance coverage. The Contractor shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein, and shall require that each Sub-Contractor name the County and the Contractor as additional insureds on the Sub-Contractor's General Liability policy. The Contractor shall obtain the County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

8.29.9 Deductibles and Self-Insured Retentions (SIRs)

The Contractor's policies shall not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require the Contractor to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing the Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

8.29.10 Claims Made Coverage

If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Agreement. The Contractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Agreement expiration, termination or cancellation.

8.29.11 Application of Excess Liability Coverage

The Contractors may use a combination of primary, and excess insurance policies which provide coverage as broad as (“follow form” over) the underlying primary policies, to satisfy the Required Insurance provisions.

8.29.12 Separation of Insureds

All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

8.29.13 Alternative Risk Financing Programs

The County reserves the right to review, and then approve, the Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

8.29.14 County Review and Approval of Insurance Requirements

The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon the County’s determination of changes in risk exposures.

8.30 INSURANCE COVERAGE

8.30.1 Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming the County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

8.30.2 Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of the Contractor's use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

8.30.3 Workers Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident per employee and policy limit. If the Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that the County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to the Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

8.31 LICENSES, PERMITS, REGISTRATIONS, ACCREDITATIONS, AND CERTIFICATES

The Contractor shall obtain and maintain in effect during the term of this Agreement, all valid licenses, permits, registrations, accreditations, and certificates required by law which are applicable to its performance of this Agreement, and shall ensure that all of its officers, employees, and agents who perform services hereunder obtain and maintain in effect during the term of this Agreement, all licenses, permits, registrations, accreditations, and certificates required by law which are applicable to their performance of services hereunder. All such licenses, permits, registrations, accreditations, and certifications relating to services hereunder shall be made available to the County upon request.

8.32 INTENTIONALLY OMITTED

8.33 INTENTIONALLY OMITTED

8.34 NON EXCLUSIVITY

Nothing herein is intended nor shall be construed as creating any exclusive arrangement with the Contractor. This Agreement shall not restrict the Department of Health Services from acquiring similar, equal or like goods and/or services from other entities or sources.

8.35 NOTICE OF DELAYS

Except as otherwise provided under this Agreement, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Agreement, that party shall, within one (1) business day, give notice thereof, including all relevant information with respect thereto, to the other party.

8.36 NOTICE OF DISPUTES

The Contractor shall bring to the attention of the Facility's Project Manager and/or County's Project Director any dispute between the County and the Contractor regarding the performance of services as stated in this Agreement. If the Facility's Project Manager or County's Project Director is not able to resolve the dispute, the Director or his/her designee shall resolve it.

8.37 NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

The Contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

8.38 NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABY LAW

The Contractor shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit I of this Agreement and is also available on the Internet at www.babysafela.org for printing purposes.

8.39 NOTICES

All notices or demands required or permitted to be given or made under this Agreement shall be in writing and shall be hand delivered with signed receipt or mailed by first-class registered or certified mail, postage prepaid, addressed to the parties as identified in Exhibits E - County's Administration and F - Contractor's Administration. Addresses may be changed by either party giving ten (10) days' prior written notice thereof to the other party.

8.40 PROHIBITION AGAINST INDUCEMENT OR PERSUASION

Notwithstanding the above, the Contractor and the County agree that, during the term of this Agreement and for a period of one year thereafter, neither party shall in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

8.41 PUBLIC RECORDS ACT

8.41.1 Any documents submitted by the Contractor; all information obtained in connection with the County's right to audit and inspect the Contractor's documents, books, and accounting records pursuant to Sub-paragraph 8.43 - Record Retention and Inspection/Audit Settlement of this Agreement; as well as any documents that may have been submitted in response to a solicitation process for this Agreement, become the exclusive property of the County. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 6250 et seq. (Public Records Act) and which are marked "trade secret", "confidential", or "proprietary". The County shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

8.41.2 In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret", "confidential", or "proprietary", the Contractor agrees to defend and indemnify the County from all costs and expenses, including

reasonable attorney's fees, in action or liability arising under the Public Records Act.

8.42 PUBLICITY

8.42.1 The Contractor shall not disclose any details in connection with this Agreement to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing the Contractor's need to identify its services and related clients to sustain itself, the County shall not inhibit the Contractor from publishing its role under this Agreement within the following conditions:

- The Contractor shall develop all publicity material in a professional manner; and
- During the term of this Agreement, the Contractor shall not, and shall not authorize another to, publish or disseminate any commercial advertisements, press releases, feature articles, or other materials using the name of the County without the prior written consent of the Director or his/her designee. The County shall not unreasonably withhold written consent.

8.42.2 The Contractor may, without the prior written consent of the County, indicate in its proposals and sales materials that it has been awarded this Agreement with the County of Los Angeles, provided that the requirements of this Sub-paragraph 8.42 shall apply.

8.43 RECORD RETENTION AND INSPECTION/AUDIT SETTLEMENT

8.43.1 The Contractor shall maintain, and provide upon request by the County, accurate and complete financial records of its activities and operations relating to this Agreement in accordance with generally accepted accounting principles. The Contractor shall also maintain accurate and complete employment and other records relating to its performance of this Agreement.

8.43.2 The Contractor agrees that the County, or its authorized representatives, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Agreement. All such material, including, but not limited to, all financial records, bank statements, cancelled checks or other proof

of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Agreement and for a period of five (5) years thereafter unless the County's written permission is given to dispose of any such material prior to such time. All such material shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such material is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such material at such other location.

- 8.43.3 In the event that an audit of the Contractor is conducted specifically regarding this Agreement by any Federal or State auditor, or by any auditor or accountant employed by the Contractor or otherwise, including audits conducted by the Medicare and Medi-Cal programs, or both, then the Contractor shall file a copy of each such audit report, including Service Organization Controls (SOC1) Reports, with the County's Auditor-Controller within thirty (30) days of the Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Agreement. Subject to applicable law, the County shall make a reasonable effort to maintain the confidentiality of such audit report(s).
- 8.43.4 Failure on the part of the Contractor to comply with any of the provisions of this Sub-paragraph 8.43 shall constitute a material breach of this Agreement upon which the County may terminate or suspend this Agreement.
- 8.43.5 If, at any time during the term of this Agreement or within five (5) years after the expiration or termination of this Agreement, representatives of the County conduct an audit of the Contractor regarding the work performed under this Agreement, and if such audit finds that the County's dollar liability for any such work is less than payments made by the County to the Contractor, then the difference shall be either: a) repaid by the Contractor to the County by cash payment upon demand or b) at the sole option of the County's Auditor-Controller, deducted from any amounts due to the Contractor from the County, whether under this Agreement or otherwise. If such audit finds that the

County's dollar liability for such work is more than the payments made by the County to the Contractor, then the difference shall be paid to the Contractor by the County by cash payment, provided that in no event shall the County's maximum obligation for this Agreement exceed the funds appropriated by the County for the purpose of this Agreement.

8.44 RECYCLED BOND PAPER

Consistent with the Board of Supervisors' policy to reduce the amount of solid waste deposited at the County landfills, the Contractor agrees to use recycled-content paper to the maximum extent possible on this Agreement.

8.45 RESTRICTIONS ON LOBBYING

If any Federal funds are to be used to pay for the Contractor's services under this Agreement, the Contractor shall fully comply with all certification and disclosure requirements prescribed by Section 319 of Public Law 101-121 (31 United States Code Section 1352) and any implementing regulations, and shall ensure that each of its subcontractors receiving funds provided under this Agreement also fully complies with all such certification and disclosure requirements.

8.46 SUBCONTRACTING

8.46.1 The requirements of this Agreement may not be subcontracted by the Contractor **without the advance written approval of the County**. Any attempt by the Contractor to subcontract without the prior consent of the County may be deemed a material breach of this Agreement.

8.46.2 If the Contractor desires to subcontract, the Contractor shall provide the following information promptly at the County's request:

- A description of the work to be performed by the subcontractor;
- A draft copy of the proposed subcontract; and
- Other pertinent information and/or certifications requested by the County.

- 8.46.3 The Contractor shall indemnify and hold the County harmless with respect to the activities of each and every subcontractor in the same manner and to the same degree as if such subcontractor(s) were the Contractor employees.
- 8.46.4 The Contractor shall remain fully responsible for all performances required of it under this Agreement, including those that the Contractor has determined to subcontract, notwithstanding the County's approval of the Contractor's proposed subcontract.
- 8.46.5 The County's consent to subcontract shall not waive the County's right to prior and continuing approval of any and all personnel, including subcontractor employees, providing services under this Agreement. The Contractor is responsible to notify its subcontractors of this County right.
- 8.46.6 The Director or his/her designee is authorized to act for and on behalf of the County with respect to approval of any subcontract and subcontractor employees. After approval of the subcontract by the County, the Contractor shall forward a fully executed subcontract to the County for their files.
- 8.46.7 The Contractor shall be solely liable and responsible for all payments or other compensation to all subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding the County's consent to subcontract.
- 8.46.8 The Contractor shall obtain certificates of insurance, which establish that the subcontractor maintains all the programs of insurance required by the County from each approved subcontractor. The Contractor shall ensure delivery of all such documents to:

County of Los Angeles
Department of Health Services
Contracts and Grants Division
313 N. Figueroa Street – 6E
Los Angeles, CA 90012
Attention: Kathy K. Hanks, C.P.M.
Director, Contracts and Grants

before any subcontractor employee may perform any work hereunder.

8.47 SURVIVAL

In addition to any provisions of this Agreement which specifically state that they will survive the termination or expiration of this Agreement and any rights and obligations under this Agreement which by their nature should survive, the following Sub-paragraphs shall survive any termination or expiration of this Agreement:

Sub-paragraph 5.4 (No Payment for Services Provided Following Expiration/Termination of Agreement)

Sub-paragraph 7.6 (Confidentiality)

Sub-paragraph 8.7 (Compliance with Applicable Laws, Rules and Regulations)

Sub-paragraph 8.25 (Governing Law, Jurisdiction, and Venue)

Sub-paragraph 8.28 (Indemnification)

Sub-paragraph 8.29 (General Provisions for all Insurance Coverage)

Sub-paragraph 8.30 (Insurance Coverage)

Sub-paragraph 8.43 (Record Retention and Inspection/Audit Settlement)

Sub-paragraph 8.47 (Survival)

8.48 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM

Failure of the Contractor to maintain compliance with the requirements set forth in Sub-paragraph 8.16 - Contractor's Warranty of Adherence to County's Child Support Compliance Program, shall constitute default under this Agreement. Without limiting the rights and remedies available to the County under any other provision of this Agreement, failure of the Contractor to cure such default within ninety (90) calendar days of written notice shall be grounds upon which the County may terminate this Agreement pursuant to Sub-paragraph 8.51 - Termination for Default and pursue debarment of the Contractor, pursuant to County Code Chapter 2.202.

8.49 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM

Failure of the Contractor to maintain compliance with the requirements set forth in Sub-paragraph 8.17 - Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program shall constitute default under this Agreement. Without limiting the rights and remedies available to the County under any other provision of this Agreement, failure of the Contractor to cure such default within 10 days of notice shall be grounds upon which the County may terminate this Agreement and/or pursue debarment of the Contractor, pursuant to County Code Chapter 2.206.

8.50 TERMINATION FOR CONVENIENCE

8.50.1 This Agreement may be terminated, in whole or in part, from time to time, when such action is deemed by the County, in its sole discretion, to be in its best interest. Termination of work hereunder shall be effected by notice of termination to the Contractor specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. The date upon which such termination becomes effective shall be no less than ten (10) days after the notice is sent.

8.50.2 After receipt of a notice of termination and except as otherwise directed by the County, the Contractor shall:

- Stop work under this Agreement on the date and to the extent specified in such notice, and
- Complete performance of such part of the work as shall not have been terminated by such notice.

8.50.3 All material including books, records, documents, or other evidence bearing on the costs and expenses of the Contractor under this Agreement shall be maintained by the Contractor in accordance with Sub-paragraph 8.43, Record Retention and Inspection/Audit Settlement.

8.51 TERMINATION FOR DEFAULT

8.51.1 The County may, by written notice to the Contractor, terminate the whole or any part of this Agreement, if, in the judgment of the Director or his/her designee:

- Contractor has materially breached this Agreement; or
- Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required either under this Agreement; or
- Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Agreement, or of any obligations of this Agreement and in either case, fails to demonstrate convincing progress toward a cure within five (5) working days (or such longer period as the County may authorize in writing) after receipt of written notice from the County specifying such failure.

8.51.2 In the event that the County terminates this Agreement in whole or in part as provided in Sub-paragraph 8.51.1, the County may procure, upon such terms and in such manner as the County may deem appropriate, goods and services similar to those so terminated. The Contractor shall be liable to the County for any and all excess costs incurred by the County, as determined by the County, for such similar goods and services. The Contractor shall continue the performance of this Agreement to the extent not terminated under the provisions of this Sub-paragraph.

8.51.3 Except with respect to defaults of any subcontractor, the Contractor shall not be liable for any such excess costs of the type identified in Sub-paragraph 8.51.2 if its failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to: acts of God or of the public enemy, acts of the County in either its sovereign or Contractual capacity, acts of Federal or State governments in their sovereign capacities, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a

subcontractor, and if such default arises out of causes beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule. As used in this Sub-paragraph, the term "subcontractor(s)" means subcontractor(s) at any tier.

8.51.4 If, after the County has given notice of termination under the provisions of this Sub-paragraph 8.51, it is determined by the County that the Contractor was not in default under the provisions of this Sub-paragraph 8.51, or that the default was excusable under the provisions of Sub-paragraph 8.51.3, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Sub-paragraph 8.50 - Termination for Convenience.

8.51.5 The rights and remedies of the County provided in this Sub-paragraph 8.51 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

8.52 TERMINATION FOR IMPROPER CONSIDERATION

8.52.1 The County may, by written notice to the Contractor, immediately terminate the right of the Contractor to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Agreement or securing favorable treatment with respect to the award, amendment, or extension of this Agreement or the making of any determinations with respect to the Contractor's performance pursuant to this Agreement. In the event of such termination, the County shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor.

8.52.2 The Contractor shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the

employee or to the County Fraud Hotline at (800) 544-6861 or www.lacountyfraud.org.

8.52.3 Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

8.53 TERMINATION FOR INSOLVENCY

8.53.1 The County may terminate this Agreement forthwith in the event of the occurrence of any of the following:

- Insolvency of the Contractor. The Contractor shall be deemed to be insolvent if it has ceased to pay its debts for at least sixty (60) days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code and whether or not the Contractor is insolvent within the meaning of the Federal Bankruptcy Code;
- The filing of a voluntary or involuntary petition regarding the Contractor under the Federal Bankruptcy Code;
- The appointment of a Receiver or Trustee for the Contractor; or
- The execution by the Contractor of a general assignment for the benefit of creditors.

8.53.2 The rights and remedies of the County provided in this Sub-paragraph 8.53 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

8.54 TERMINATION FOR NON-ADHERENCE OF COUNTY LOBBYIST ORDINANCE

The Contractor, and each County Lobbyist or County Lobbying firm as defined in County Code Section 2.160.010 retained by the Contractor, shall fully comply with the County's Lobbyist Ordinance, County Code Chapter 2.160. Failure on the part of the Contractor or any County Lobbyist or County Lobbying firm retained by the Contractor to fully comply with the County's Lobbyist Ordinance shall constitute a material breach of this Agreement, upon which the

County may in its sole discretion, immediately terminate or suspend this Agreement.

8.55 TERMINATION FOR NON-APPROPRIATION OF FUNDS

Notwithstanding any other provision of this Agreement, the County shall not be obligated for the Contractor's performance hereunder or by any provision of this Agreement during any of the County's future fiscal years unless and until the County's Board of Supervisors appropriates funds for this Agreement in the County's Budget for each such future fiscal year. In the event that funds are not appropriated for this Agreement, then this Agreement shall terminate as of June 30 of the last fiscal year for which funds were appropriated. The County shall notify the Contractor in writing of any such non-allocation of funds at the earliest possible date.

8.56 TIME OFF FOR VOTING

The Contractor shall notify its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code Section 14000). Not less than 10 days before every statewide election, every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.

8.57 UNLAWFUL SOLICITATION

The Contractor shall inform all of its officers and employees performing services hereunder of the provisions of Article 9 of Chapter 4 of Division 3 (commencing with section 6150) of Business and Professions Code of the State of California (i.e. State Bar Act provisions regarding unlawful solicitation as a runner or capper for attorneys) and shall take positive and affirmative steps in its performance hereunder to ensure that there is no violation of said provisions by its officers and employees. The Contractor agrees that if a patient requests assistance in obtaining the services of any attorney, it will refer the patient to the attorney referral service of all those bar associations within Los Angeles County that have such a service.

8.58 VALIDITY

If any provision of this Agreement or the application thereof to any person or circumstance is held invalid, the remainder of this

Agreement and the application of such provision to other persons or circumstances shall not be affected thereby.

8.59 WAIVER

No waiver by the County of any breach of any provision of this Agreement shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The rights and remedies set forth in this Sub-paragraph 8.59 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

8.60 WARRANTY AGAINST CONTINGENT FEES

8.60.1 The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Agreement upon any agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business.

8.60.2 For breach of this warranty, the County shall have the right to terminate this Agreement and, at its sole discretion, deduct from the Agreement price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

9.0 UNIQUE TERMS AND CONDITIONS

9.1 LOCAL SMALL BUSINESS ENTERPRISE (SBE) PREFERENCE PROGRAM

9.1.1 This Agreement is subject to the provisions of the County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.

9.1.2 The Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local SBE.

9.1.3 The Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by

affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local SBE.

9.1.4 If the Contractor has obtained certification as a Local SBE by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Agreement to which it would not otherwise have been entitled, shall:

1. Pay to the County any difference between the Agreement amount and what the County's costs would have been if the Agreement had been properly awarded;
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of the Agreement; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties shall also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the state and Department of Consumer and Business Affairs of this information prior to responding to a solicitation or accepting a contract award.

9.2 CONTRACTOR'S CHARITABLE ACTIVITIES COMPLIANCE

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring the Contractors to complete Exhibit J - Charitable Contributions Certification, the County seeks to ensure that all County Contractors which receive or raise charitable contributions comply with California law in order to protect the County and its taxpayers. A Contractor which receives or raises charitable contributions without complying with its obligations under California

law commits a material breach subjecting it to either Agreement termination or debarment proceedings or both. (County Code Chapter 2.202)

9.3 TRANSITIONAL JOB OPPORTUNITIES PREFERENCE PROGRAM

- 9.3.1 This Agreement is subject to the provisions of the County's ordinance entitled Transitional Job Opportunities Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.
- 9.3.2 The Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Transitional Job Opportunity vendor.
- 9.3.3 The Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Transitional Job Opportunity vendor.
- 9.3.4 If the Contractor has obtained County certification as a Transitional Job Opportunity vendor by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Agreement to which it would not otherwise have been entitled, shall:
1. Pay to the County any difference between the Agreement amount and what the County's costs would have been if the Agreement had been properly awarded;
 2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent (10%) of the amount of the Agreement; and
 3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of

Contractor Non-responsibility and Contractor Debarment).

The above penalties shall also apply to any entity that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the certifying department of this information prior to responding to a solicitation or accepting an Agreement award.

9.4 DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE PROGRAM

- 9.4.1 This Agreement is subject to the provisions of the County's ordinance entitled Disabled Veteran Business Enterprise Preference Program, as codified in Chapter 2.211 of the Los Angeles County Code.
- 9.4.2 The Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Disabled Veteran Business Enterprise.
- 9.4.3 The Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Disabled Veteran Business Enterprise.
- 9.4.4 If the Contractor has obtained certification as a Disabled Veteran Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this Agreement to which it would not otherwise have been entitled, shall:
 - 1. Pay to the County any difference between the Agreement amount and what the County's costs would have been if the Agreement had been properly awarded;

2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than 10 percent of the amount of the Agreement; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties shall also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the state and ISD of this information prior to responding to a solicitation or accepting an Agreement award.

9.5 NO INTENT TO CREATE A THIRD PARTY BENEFICIARY CONTRACT

Notwithstanding any other provision of this Agreement, the parties do not in any way intend that any person shall acquire any rights as a third party beneficiary of this Agreement.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be executed by the County's Director of Health Services and Contractor has caused this Agreement to be executed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____ for
Mitchell H. Katz, M.D.
Director of Health Services

CONTRACTOR

By _____
Signature

Printed Name

Title

APPROVED AS TO FORM:
MARY C. WICKHAM
County Counsel

By _____
(Insert Title of Deputy)

EXHIBIT A

STATEMENT OF WORK

LAUNDRY SERVICES

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**EXHIBIT A
LAUNDRY SERVICES
STATEMENT OF WORK**

1.0 SCOPE OF WORK

The Contractor shall perform Laundry Services in accordance with the Healthcare Laundry Accreditation Council's (HLAC) standards for each Facility in accordance with the terms and conditions of the Agreement and to the specifications outlined in this Statement of Work (SOW) at a fixed all-inclusive price per clean pound of linen as specified in the Agreement, Pricing Schedule – Exhibit B.

2.0 LINEN CONTROL

- 2.1 Pickup and Delivery:** The Contractor shall: 1) pick-up unsorted, soiled linen from each loading dock or other designated area for each Facility it is providing services for on the days and times reflected in Exhibit C, Technical Exhibits, using its own exchange trailer/truck system; and 2) deliver and unload clean linen from a sanitized linen cart to the loading dock or other designated area for each Facility it is providing services for on the days and times reflected in Exhibit C, Technical Exhibits.
- 2.2 Linen Carts:** The Contractor shall ensure linen carts: 1) used to collect and transport soiled linen are properly cleaned and sanitized at the Contractor's plant site before delivery of the clean linen to each Facility; 2) have a packing slip indicating the type and quantity of linen items; 3) have a solid bottom to prevent environmental contamination; and 4) are mechanically operational with non-marking wheels.
- 2.3 Exchange Trailers/Trucks:** The Contractor shall ensure: 1) cargo areas of the exchange trailers/trucks used to transport linen items are cleaned and sanitized on a monthly basis; and 2) interior surfaces of the cargo area that become contaminated with blood or Other Potentially Infectious Materials (as defined in healthcare industry standards) are decontaminated and cleaned in accordance with HLAC standards.
- 2.4 Sorting:** The Contractor shall sort all soiled linen items for washing at the Contractor's plant site by Facility. All clean linen items shall be sorted by classification and size specified by the appropriate Facility Project Manager at each Facility.
- 2.5 Weight:** The Contractor shall weigh all soiled linen at the Contractor's plant site and verify net weight of the soiled linen against a Soiled Linen Pick-Up form, which will be supplied and completed by each Facility. The Contractor shall weigh clean linen at the Contractor's plant site and deliver clean linen accompanied by a Contractor-provided receipt reflecting the

delivered gross and net weight. The Contractor shall wait as long as is necessary for the delivery weight to be verified by the Facility Project Manager or designee, and obtain a signature on the Contractor-provided receipt verifying the billable laundry weight, as determined by the County. The appropriate Facility Project Manager or designee at each Facility will make the final determination on the total weight of the cart and linen. The County and the Contractor will resolve any delivery weight discrepancies by having the Contractor reload the exchange truck or trailer and then unloading and weighing the cart(s) and linen items in the presence of the Facility Project Manager or designee.

- 2.6** Laundering: The Contractor shall wash all soiled linen and other linen items picked up from each Facility. Other linen items may include, but are not limited to, blankets, bed pads, bib aprons, cart covers, cleaning cloths, cubicle curtains, diapers, doctor pants, dish towels, hyperbaric pillowcases, gowns, lab coats, laundry bags, mops, nurses dresses; pants; and shirts, pads, pillow slips, pajama tops and pants, rags, shampoo pads, sheets, surgery sheets, table linens, towels, uniform shirts and pants, warm-up jackets, and washcloths. All linen items shall be treated with a non-allergenic fabric softener, free of dyes and perfumes in accordance with Title 22 of the California Code of Regulations.
- 2.7** Finishing: The Contractor shall “finish” linen items in accordance with HLAC standards and sort clean linen into bundles according to classification and size specified by the appropriate Facility Project Manager at each Facility.
- 2.8** Pressing: The Contractor shall press all selected linen items, including uniforms, as requested by the County and as mutually agreed upon in writing by both parties. Each piece of linen shall be folded or placed on hangers so the laundry number is clearly visible. One hundred (100%) percent cotton coats and other linen items currently starched shall remain starched, unless a Facility requests otherwise.
- 2.9** Dyeing: At the request of a Facility Project Manager, the Contractor shall dye linen items as specified in writing and deliver the linen items within four (4) business days from the date of pick-up from the Facility.
- 2.10** New Linen Processing: The Contractor shall wash new linen items and/or pick up, wash, and deliver new linen items to another location as requested by each Facility. Linen shall be sorted, folded, bagged, and/or tied into bundles according to classification.
- 2.11** Decaling: The Contractor shall place a decal on linen items, identifying linen items as belonging to a specific Facility, as requested by each Facility on special handling forms. Items include, but are not limited to,

scrub garments, adult pajama bottoms, children's pajama tops and bottoms, lab and doctors' coats, or other items as specifically requested by the appropriate Facility Project Manager. All decaling requested shall be completed within a forty-eight (48) hour period of receipt and returned to the appropriate Facility.

- 2.12** Mending: Each Facility shall check linen items and linen cart covers and the Contractor shall sew, and/or patch linen items and cart covers as requested by each Facility.
- 2.13** Rewash: The Contractor shall rewash, any and all linen items, which have been insufficiently processed and/or do not satisfactorily meet the quality assurance specifications as required by the County, and deduct the weight of such linen items from the net billable pounds. For rewashing purposes, the Contractor shall: 1) identify linen items to be rewashed before clean linen is returned to each Facility; 2) provide each Facility with "Rewash" bags and inspect items returned by the Facility for rewashing to determine reason; 3) determine if rewashing was caused by the Contractor and/or County, or by circumstances beyond the control of either party; 4) bill the per pound rate if the reason is determined to be caused by the Facility, or by circumstances beyond the Contractor's control as mutually agreed upon by both parties.
- 2.14** Reject: The Contractor shall inspect clean linen items on an ongoing basis to determine if they are damaged and if they should be rejected. If the Contractor deems any linen items as "Reject," the Contractor shall proceed as follows: 1) bag all "Reject" linen items; 2) identify as "Reject"; 3) return "Reject" linen items to the Facility for County inspection and final determination of condition. If the linen items are acceptable, the Facility will put the linen items back into circulation. If the linen items are not acceptable, the Facility will remove the linen items from circulation.
- 2.15** Damaged Linen or Lost Linen: The Contractor shall be responsible for all damaged linen or lost linen. If damaged linen or lost linen is not replaced by the Contractor within thirty (30) days of receipt, the County shall make any and all necessary and appropriate adjustments to the billing to cover the cost to replace and/or repair such linen items, as determined by the Facility Project Manager.
- 2.16** Foreign Debris: The Contractor shall ensure that clean surgical linen must be free of foreign debris, including, but not limited to, lint, hair, loose fibers, and other particulates. All Foreign Debris shall be removed by the best methods available including, but not limited to, the use of delinting rollers, sticky tapes, technological methods, and/or other better methods that become available for removing lint.

- 2.17** Return of Items: The Contractor shall return all items including, but not limited to, instruments, utensils, equipment, and patient belongings found in soiled linen to the Facility where the linen items were picked-up within twenty-four (24) from the time that the linen items were picked up and the found item(s) shall be returned in a sealed clear bag.
- 2.18** Monthly Service Report: The Contractor shall, at a minimum, provide each Facility monthly service reports with their monthly invoices, reflecting: 1) the poundage for both the clean and soiled linen weights, including rewashed linen items; 2) the clean linen items coming into the Facility by pieces; 3) the number of linen items repaired by pieces, where applicable; and 4) Conventional Formula Titration (CFT) reports. The CFT results shall be submitted every month to each Facility and shall include the monthly averages.
- 2.19** Special Delivery: The Contractor Project Manager shall arrange a special delivery, if requested by the County, prior to any Contractor holidays and/or County holidays to ensure that the County has an adequate linen supply.
- 2.20** Linen Return Upon Agreement Termination/Expiration: The Contractor Project Manager shall ensure that all linen items in transit, being laundered, or stored at the expiration or termination of the Agreement are returned to the appropriate Facility within one (1) business day.
- 2.21** Certified Weighing Scale: The Contractor Project Manager shall ensure that the Contractor has certified scale(s) for the weighing of soiled/clean linen at the Contractor's plant site at all times during the term of the Agreement. The scales used to weigh all soiled/clean linen items shall be certified annually by the County's Agricultural Commissioner Weights & Measures, and calibrated as needed.
- 2.22** Linen Inventory Count: The Contractor shall provide staff and resources to conduct semi-annual linen inventory counts, if requested by the Facility. The Contractor shall provide a thirty (30) day notice and work with each Facility in scheduling the semi-annual inventory count.
- 2.23** Linen Integrity: The Contractor Project Manager shall provide a listing of all washing formulas to be used for various classifications of washing for County approval, a listing of specifications on how specialized items such as mast suits and bath and surgical strings are washed, and a description of Contractor's procedure to maintain the integrity of each Facility's linen items.

3.0 LINEN PROCESSING AT CONTRACTOR PLANT SITE

The Contractor shall keep all clean linen items separate from all soiled linen items at all times and maintain control of linen items as follows: 1) eliminate any and all environmental contamination; and 2) functionally separate the areas that receive, store, or process soiled linen items from areas that process, handle and store clean linen items.

4.0 DISASTER AND CONTINGENCY PLANNING

The Contractor shall at all times maintain up to date Disaster and Contingency Plans. Within thirty (30) days of Agreement execution, and within thirty (30) days annually thereafter, the Contractor shall provide the County with a written Disaster and Contingency Plan indicating that services in this SOW can be continued for seven (7) days in the event of Contractor's equipment and/or production Facility failure, loss of utilities, medical emergencies, natural disasters, emergency situations, inclement weather, work stoppage, major accidents, and transportation vehicle failure. The Disaster and Contingency Plan shall include all the emergency (back-up) procedures for processing soiled linen, and the inventory that is kept for emergency use. If requested, the Contractor shall participate in each Facility's Disaster Committee to plan for continued service in the event of natural disasters or emergency situations. The Disaster and Contingency Plan shall be subject to the written approval of the DHS Director or his/her designee.

5.0 LINEN MANAGEMENT SYSTEMS

5.1 As needed, the Contractor shall consult with each Facility Project Manager to develop and implement industry best practices in healthcare linen management that are consistent with proper patient care.

5.2 As needed, the Contractor shall coordinate with the each Facility Project Manager to develop and implement methods to project linen replacement requirements and adequate linen inventory.

6.0 ADDITION/DELETION OF FACILITIES, SPECIFIC TASKS AND/OR WORK HOURS

6.1 During the term of the Agreement, the Director or his/her designee may add or delete facilities to be served under the Agreement.

6.2 All changes must be made in accordance with Paragraph 8.0, Standard Terms and Conditions, Sub-paragraph 8.1, Amendments of the Agreement.

7.0 QUALITY CONTROL PLAN

The Contractor shall establish and utilize a comprehensive Quality Control Plan (Plan) to assure the County a consistently high level of service throughout the term of the Agreement. The Plan shall be submitted to the lead Region's Facility Project Manager as referenced in Exhibit E – County's Administration for review and approval within five (5) days after executing the Agreement. The Plan shall include, but may not be limited to the following:

- 7.1** A method of monitoring to ensure that Agreement requirements are being met.
- 7.2** A record of all inspections conducted by the Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and the completed corrective action, shall be provided to the County upon request.

8.0 QUALITY ASSURANCE PLAN

The County will evaluate the Contractor's performance under the Agreement using the quality assurance procedures as defined in Paragraph 8.0, Standard Terms and Conditions, Sub-paragraph 8.18, County's Quality Assurance Plan, of the Agreement.

8.1 Monthly Meetings

The Contractor is required to attend a scheduled monthly meeting for each Region it is providing services for as reflected in Exhibit C, Technical Exhibits.

8.2 Contract Discrepancy Report (Exhibit C, Technical Exhibits, Administrative, Exhibit C-A-1)

- 8.2.1** A verbal notification of a Contract discrepancy will be made to the Contractor Project Manager as soon as possible whenever a discrepancy is identified. The problem shall be resolved within a time period mutually agreed upon by the County and the Contractor.
- 8.2.2** The Facility Project Manager will determine whether a formal Contract Discrepancy Report shall be issued. Upon receipt of this document, the Contractor is required to respond in writing to the Facility Project Manager within five (5) business days with a plan for correction of all deficiencies identified in the Contractor Discrepancy Report.

8.3 County Observations

In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to the Agreement at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

9.0 RESPONSIBILITIES OF COUNTY

The County responsibilities are as follows:

9.1 Personnel

The County will administer the Agreement according to Paragraph 6.0, Administration of Agreement - County. Specific duties will include monitoring the Contractor's performance in the daily operation of the Agreement.

9.2 Administrative

Recognizing Contractor holidays upon written notification from the Contractor at the start of the Agreement.

9.3 Furnished Items

9.3.1 Purchasing all linen items used in the Agreement.

9.3.2 Providing a certified scale for the weighing of soiled/clean linen at each Facility designated by the Facility Project Manager, cooperating with the Contractor in conducting the weighing and tabulation of soiled/clean linen pounds, and making the final determination on the amounts processed.

9.4 Facility Deliveries

Delivering linen carts to designated locations.

9.5 Warehouse

Warehousing all linen stock.

10.0 RESPONSIBILITIES OF CONTRACTOR

The Contractor responsibilities are as follows:

10.1 Contractor Project Manager

- 10.1.1 The Contractor shall provide a full-time Contractor Project Manager or designated alternate. The County must have access to the Contractor Project Manager/designee during all hours, 365 days per year. The Contractor shall provide a telephone number where the Project Manager/designee may be reached on a twenty-four (24) hour basis.
- 10.1.2 The Contractor's Project Manager shall provide overall management and coordination of this Agreement, and shall act as the central point of contact with each Facility Project Manager.
- 10.1.3 The Contractor Project Manager shall have a minimum of three (3) years of related experience within the last five (5) years providing services covered under this SOW.
- 10.1.4 The Contractor Project Manager/designee shall have full authority to act for the Contractor on all matters relating to the daily operation of the Agreement. The Contractor Project Manager/designee shall be able to effectively communicate in English, both verbally and in writing.
- 10.1.5 The Contractor Project Manager shall be available for all scheduled and emergency meetings as requested by each Facility Project Manager.
- 10.1.6 The Contractor shall allow the County to review and approve of the Contractor's Project Manager, and shall allow the County to remove the Contractor's Project Director and any replacement recommended by the Contractor.

10.2 Contractor Personnel and Hiring Procedures

- 10.2.1 The Contractor shall assign a sufficient number of employees to perform the required work. At least one employee at the Contractor's plant site shall be authorized to act for the Contractor in every detail and must be able to communicate in English, both verbally and in writing.

- 10.2.2 The Contractor shall provide the County's Program Manager with a list of key employees, including but not limited to drivers and delivery personnel, and keep this list updated during the Agreement period. Also, the Contractor's driver(s) may be required to show a valid California driver's license and work identification badge to enter facilities in order to perform Laundry Services during the Agreement period.
- 10.2.3 The Contractor shall ensure that all staff performing specified duties under the Agreement are subject to all rules, regulations, and procedures of the County of Los Angeles and of each Facility. The Contractor shall take any and all corrective action with any employee not in compliance.
- 10.2.4 The Contractor shall inform its employees that smoking is prohibited in all County facilities, except in the designated areas as approved by the Facility's Project Manager. Notwithstanding the provisions of this subparagraph, the Contractor and its employees shall comply with respective policies of each Facility.
- 10.2.5 The Contractor's employees may not bring any type of weapons or unlawful goods onto County facilities.
- 10.2.6 The Contractor shall be required to background check its employees as set forth in Paragraph 7.0, Administration of Agreement – Contractor, Sub-paragraph 7.5, Background & Security Investigations, of the Agreement.

10.3 Uniforms/Identification Badges

- 10.3.1 The Contractor's employees providing services under the Agreement shall wear an appropriate uniform at all times. At a minimum, the uniform shall consist of a shirt with the company name on it.
- 10.3.2 The Contractor shall ensure its employees are appropriately identified as set forth in Paragraph 7.0, Administration of Agreement – Contractor, Sub-paragraph 7.4, Contractor's Staff Identification, of the Agreement.

10.4 Labor, Materials, and Equipment

Other than the linen items that will be provided by the County, the Contractor shall provide all labor, materials, and equipment necessary for the proper performance of Laundry Services under the Agreement. The purchase of all materials, vehicles, and equipment necessary to provide Laundry Services is the responsibility of the Contractor. The Contractor

shall use materials and equipment that are safe for the environment, County and Contractor's employees, and County clients.

10.5 Training

10.5.1 The Contractor shall provide training programs for all new employees and continuing in-service training for all employees.

10.5.2 All employees shall be trained in their assigned tasks and in the safe handling of equipment and materials. All equipment shall be in good operating condition and be checked daily for safety. The Contractor is responsible for maintaining equipment according to specifications and adhering to OSHA standards. All employees must wear safety and protective gear according to OSHA and HLAC standards.

10.5.3 The Contractor shall provide in-service training that includes, but is not limited to, linen loss prevention, linen utilization, and new products.

10.6 Contractor's Office

The Contractor shall maintain an office with a telephone in the company's name where the Contractor conducts business. The office shall be staffed during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, by at least one employee who can respond to inquiries and complaints which may be received about the Contractor's performance of the Agreement. When the office is closed, an answering service shall be provided to receive calls. **The Contractor shall answer calls received by the answering service within two (2) hours of receipt of the call.**

11.0 HOURS/DAYS OF WORK

The Contractor shall provide for the pick-up of soiled linen and delivery of clean linen in accordance with each Facility's requirements. Scheduled pick-up and deliveries are reflected for each Facility it is providing services for in Exhibit C, Technical Exhibits.

12.0 PERFORMANCE REQUIREMENTS SUMMARY

12.1 All listings of services used in the Performance Requirements Summary (PRS) are intended to be completely consistent with the Agreement and the SOW, and are not meant in any case to create, extend, revise, or expand any obligation of the Contractor beyond that defined in the Agreement and the SOW. In any case of apparent inconsistency between services as stated in the Agreement and the SOW and the PRS Chart in Exhibit C, Technical Exhibits, Administrative, Exhibit C-A-2, the meaning apparent in

the Agreement and the SOW will prevail. If any service seems to be created in this PRS which is not clearly and forthrightly set forth in the Agreement and the SOW, that apparent service will be null and void and place no requirement on the Contractor.

- 12.2** The Contractor is expected to perform all services described herein. The PRS Chart describes certain required services which will be monitored by the County during the term of the Agreement, and for which the Contractor may be assessed financial deductions from payment if the service has not been satisfactorily provided. The PRS Chart indicates the SOW and/or Agreement section of the performance referenced (column 1); the service to be provided (column 2); the monitoring method that will be used (column 3); and the deductions/fees to be assessed for services that are not satisfactory (column 4).

PRICING SCHEDULE

REGION 1 FACILITIES

- 1 Camp Gonzales
- 2 Camp Scott
- 3 Camp Scudder
- 4 Glendale Health Center
- 5 Mid-Valley Comprehensive Health Center
- 6 Olive View-UCLA Medical Center
- 7 San Fernando Health Center

Region 1 Price Per Clean Pound of Linen: \$0.4625

PRICING SCHEDULE

REGION 2 FACILITIES

- 1 Antelope Valley Health Center
- 2 Antelope Valley Rehabilitation Center
- 3 Camp Mendenhall
- 4 High Desert Regional Health Center
- 5 Lake Los Angeles Health Center
- 6 Littlerock Health Center
- 7 South Valley Health Center

Region 2 Price Per Clean Pound of Linen: \$0.85

PRICING SCHEDULE

REGION 3 FACILITIES

- 1 Bellflower Health Center
- 2 Harbor-UCLA Medical Center
- 3 Long Beach Comprehensive Health Center
- 4 Martin Luther King Jr. Outpatient Center
- 5 Wilmington Health Center
- 6 Augustus F. Hawkins Mental Health Center

Region 3 Price Per Clean Pound of Linen: \$0.4140

PRICING SCHEDULE

REGION 4 FACILITIES

- 1 Camp Afflerbaugh
- 2 Camp Paige
- 3 Camp Rockey
- 4 Dorothy Kirby Center
- 5 Edward R. Roybal Comprehensive Health Center
- 6 El Monte Comprehensive Health Center
- 7 H. Claude Hudson Comprehensive Health Center
- 8 Hubert H. Humphrey Comprehensive Health Center
- 9 LAC+USC Medical Center
- 10 La Puente Health Center

Region 4 Price Per Clean Pound of Linen: \$0.4310

Cubicle Curtain Laundry Services (Ordered as needed)	\$13.55 per cubicle curtain processed \$6.95 per cubicle curtain to change out.
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EXHIBIT C – TECHNICAL EXHIBITS REGION 1

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Facility Specification Sheets – Region 1

Exhibit

- C-1-1 Camp Gonzales
1301 North Las Virgenes Road, Calabasas, CA 91302
- C-1-2 Camp Scott
28750 Bouquet Canyon Road, Santa Clarita, CA 91390
- C-1-3 Camp Scudder
28750 Bouquet Canyon Road, Santa Clarita, CA 91390
- C-1-4 Glendale Health Center
501 North Glendale Avenue, Glendale, CA 91206
- C-1-5 Mid-Valley Comprehensive Health Center
7515 Van Nuys Boulevard, Van Nuys, CA 91405
- C-1-6 Olive View-UCLA Medical Center
14445 South Olive View Drive, Sylmar, CA 91342
- C-1-7 San Fernando Health Center
1212 Pico Street, San Fernando, CA 91340

**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP GONZALES

1. INTRODUCTION

Camp Gonzales is a secure facility located on approximately 38.6 acres in the Calabasas Canyon area. It is comprised of approximately 50,353 gross square feet with an administration building, school facility, kitchen, dining area, and gymnasium. It has a large open dormitory with a capacity for 100 boys and a Hope Center.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Gonzales
Address	1301 North Las Virgenes Road Calabasas, CA 91302
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	9,610 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	9,610 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|--------------|---------------------|-------------------------|
| Polo Shirts | Bed Sheets | Socks |
| Pants | Towels | Denim Jeans |
| T-Shirts | Wash Cloths | Bed Spreads |
| Shorts | Blankets - Cotton | Kitchen Patrol Shirts |
| Sweat Shirts | Blankets - Wool | Kitchen Patrol Pants |
| Sweat Pants | Cook Uniform Shirts | Aprons |
| Jackets | Cook Uniform Pants | Transportation Clothing |
| Pillow Cases | Culinary Jackets | Thermal Tops |
| Boxers | Thermal Bottoms | |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
Two Contractor’s laundry bins shall be left at Camp Gonzales for loading of soiled linen and then removed during the next delivery of clean linen items.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
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CAMP GONZALES

All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.

Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. **(Welfare and Institution Code 871.35)**

5. MONTHLY MEETINGS

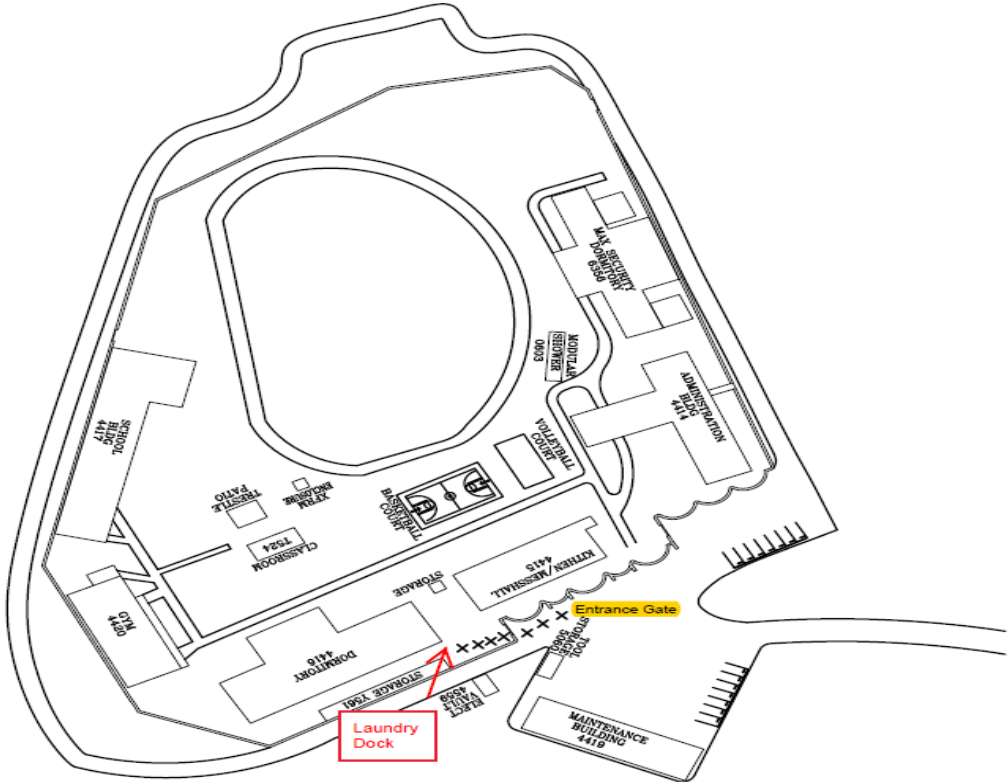
Monthly Meetings

To be held at:

OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP GONZALES



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP GONZALES



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP SCOTT

1. INTRODUCTION

Camp Scott is a secure facility located on approximately 70.2 acres in Bouquet Canyon next to Camp Scudder. It is comprised of approximately 22,881 gross square feet with an administration building, school facility, kitchen, dining area and gymnasium. It has a large dormitory with a capacity for 90 girls and a Hope Center.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Scott
Address	28750 Bouquet Canyon Road Santa Clarita, CA 91390
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	4,760 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	4,760 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-------------------------|-----------------|-----------------------|
| Pants | Socks | Blankets - Wool |
| T-Shirts | Shorts | Blankets - Cotton |
| Polo Shirts | Thermal Top | Bed Spreads |
| Sweat Shirts | Thermal Bottoms | Kitchen Patrol Shirts |
| Sweat Pants | Jackets - Brown | Kitchen Patrol Pants |
| Briefs | Pillow Cases | Cook Uniform Pants |
| Bathing Suits | Bed Sheets | Cook Uniform Shirt |
| Bras | Towels | Culinary Jacket |
| Nightgowns | Wash Cloths | Aprons |
| Transportation Clothing | | |

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP SCOTT

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

Two Contractor's laundry bins shall be left at Camp Scott for loading of soiled linen and then removed during the next delivery of clean linen items.

All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.

Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. **(Welfare and Institution Code 871.35)**

5. MONTHLY MEETINGS

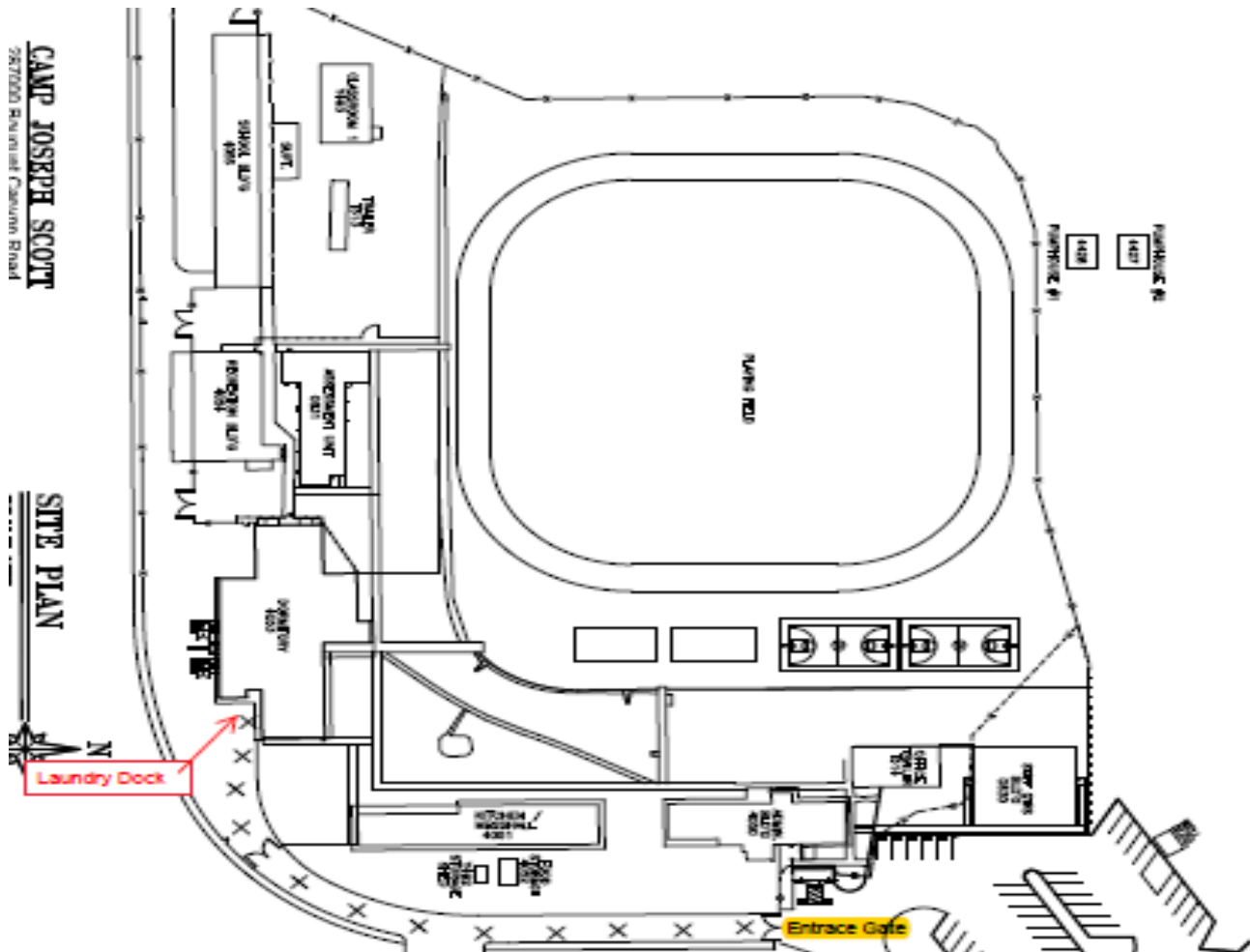
Monthly Meetings

To be held at:

OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP SCOTT



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP SCOTT



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP SCUDDER

1. INTRODUCTION

Camp Scudder is a secure facility located on the same land as Camp Scott in Bouquet Canyon. It is comprised of approximately 38,456 gross square feet with an administration building, school facility, kitchen, dining hall, gymnasium and swimming pool. It also has a large dormitory with a capacity for 107 girls.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Scudder
Address	28750 Bouquet Canyon Road Santa Clarita, CA, 91390
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	4,760 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	4,760 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-------------------------|-----------------|-----------------------|
| Transportation Clothing | Wash Cloths | Blankets - Wool |
| Pants | Socks | Blankets - Cotton |
| T-Shirts | Shorts | Bed Spreads |
| Polo Shirts | Thermal Top | Kitchen Patrol Shirts |
| Sweat Shirts | Thermal Bottoms | Kitchen Patrol Pants |
| Sweat Pants | Jackets - Brown | Cook Uniform Pants |
| Briefs | Pillow Cases | Cook Uniform Shirt |
| Bathing Suits | Bed Sheets | Culinary Jacket |
| Bras | Towels | Aprons |
| Nightgowns | | |

**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP SCUDDER

4. SPECIAL OPERATIONAL REQUIREMENTS

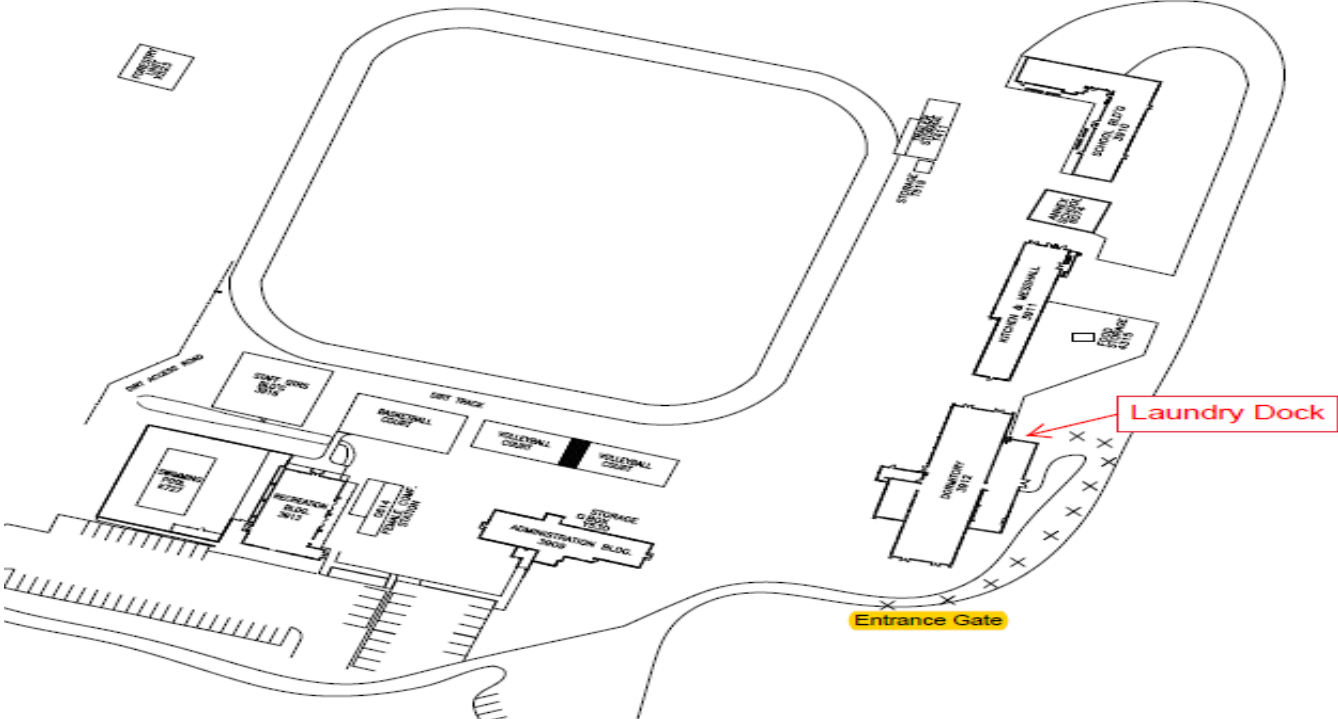
Special Operational Requirements
<p>Two Contractor's laundry bins shall be left at Camp Scudder for loading of soiled linen and then removed during the next delivery of clean linen items.</p> <p>All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.</p> <p>Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. (Welfare and Institution Code 871.35)</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.</p>

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
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CAMP SCUDDER



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP SCUDDER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

GLENDALE HEALTH CENTER

1. INTRODUCTION

Glendale Health Center (Glendale HC) provides primary care for adults and children, and also offers support through social work, nutrition counseling and laboratory services.

2. FACILITY INFORMATION

DHS Facility	Glendale Health Center
Address	501 North Glendale Avenue Glendale, CA 91206
Scheduled Pick-Up/Delivery Time	Pick-up and Drop-off would be at: Mid-Valley Comprehensive Health Center 7515 Van Nuys Boulevard Van Nuys, CA 91405 8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	20 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	20 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Doctor's Lab Coats

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
<p>A. Pick-up and Drop-off would be at Mid-Valley Comprehensive Health Center located at 7515 Van Nuys Boulevard, Van Nuys, CA 91405. The Facility does not have a loading dock, so pick up and drop off is in the 5th floor Administration.</p> <p>The current laundry service company parks on the street and picks up/delivers through the front door as it may be easier than trying to maneuver through the back entrance. Also, the back entrance can be opened by calling and making a request each day.</p>

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

GLENDALE HEALTH CENTER

B. If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

Monthly Meetings

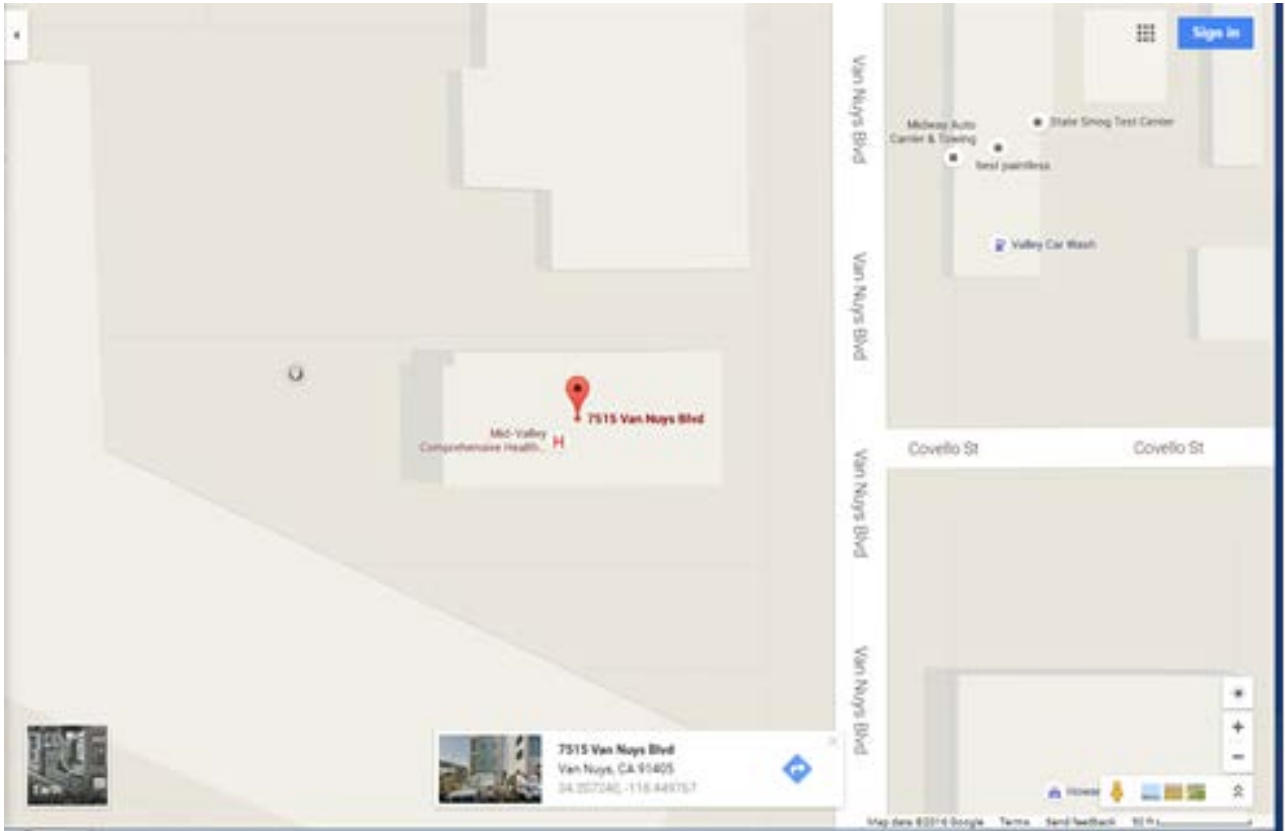
To be held at:

OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

GLENDALE HEALTH CENTER

Mid-Valley Comprehensive Health Center



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FACILITY SPECIFICATION SHEET

GLENDALE HEALTH CENTER

Mid-Valley Comprehensive Health Center



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
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MID-VALLEY COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

The Mid-Valley Comprehensive Health Center (Mid-Valley CHC) offers primary care services for adult and pediatric patients with much of the health care provided by doctors with a faculty association with the UCLA School of Medicine. Specialty services include women’s services, cardiology, colonoscopy, dermatology, ophthalmology/retina camera, podiatry, hernia surgery, and urology. Ancillary services provided on site include pharmacy, social work, health education, nutrition services, phlebotomy services, and radiology, which includes X-Ray, ultrasound, echocardiogram, and mammography.

2. FACILITY INFORMATION

DHS Facility	Mid-Valley Comprehensive Health Center
Address	7515 Van Nuys Boulevard Van Nuys, CA 91405
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Tuesday and Thursday
Surgical Volume	Not Applicable
Non-surgical Volume	200 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	200 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Doctor’s Lab Coats

Soiled Linen

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

MID-VALLEY COMPREHENSIVE HEALTH CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

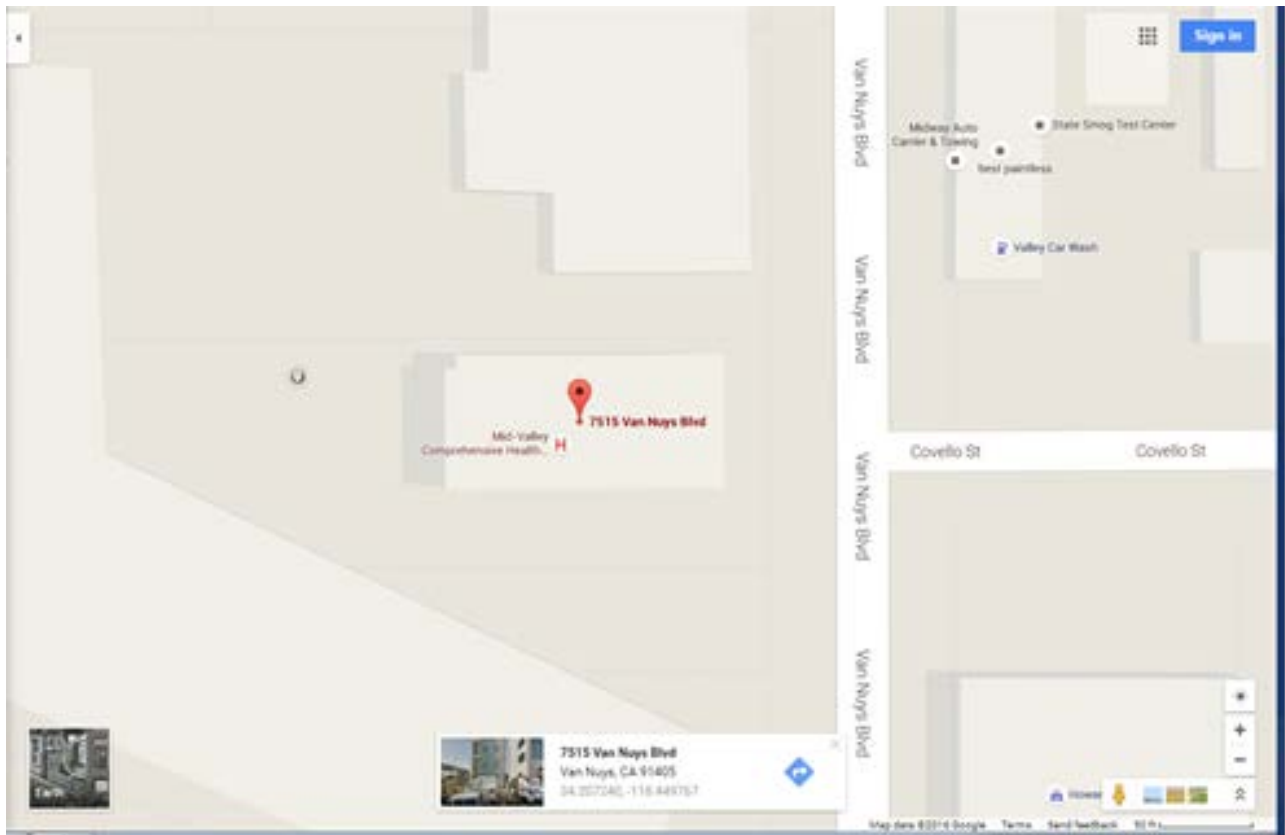
Special Operational Requirements
<p>A. The Facility does not have a loading dock, so pick up and drop off is in the 5th floor Administration.</p> <p>The current laundry service company parks on the street and picks up/delivers through the front door as it may be easier than trying to maneuver through the back entrance.</p> <p>Also, the back entrance can be opened by calling and making a request each day.</p> <p>B. If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.</p>

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
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FACILITY SPECIFICATION SHEET

MID-VALLEY COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
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FACILITY SPECIFICATION SHEET

MID-VALLEY COMPREHENSIVE HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

OLIVE VIEW-UCLA MEDICAL CENTER

1. INTRODUCTION

Olive View-UCLA Medical Center (OV-UCLA MC) is a 377-bed state-of-the-art hospital that serves much of the San Fernando Valley and the Antelope Valley, with out-patient clinics that provide primary care and hospital services for those who need specialty care or surgery. OV-UCLA MC has an affiliation with the David Geffen School of Medicine at UCLA. Also, the hospital offers residency programs in 22 specialty areas and also operates an on-campus School of Nursing.

2. FACILITY INFORMATION

DHS Facility	OV-UCLA Medical Center (Region 1 Lead Facility)
Address	14445 Olive View Drive Sylmar, CA 91342
Scheduled Pick-Up/Delivery Time	5:30 a.m. – 6:30 a.m.
Days of Week	Monday - Saturday
Surgical linen (Monthly Poundage)	9,276 lbs
Non-surgical linen (Monthly Poundage)	103,724 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	113,000 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Doctor Pants
Doctor Shirts

Pillow Slips (Surgery)
Sheets (Surgery)

Towels

B. Non-Surgical linen

Bed Pads
Bib Aprons
Blankets
Comforters
Cleaning Cloths
Cubicle Curtains
Diapers
Dish Towels
Dresses (nurses)
Gowns
Jackets (warm-up)
Lab Coats
Laundry Bags

Mops
Nurses Pants
Nurses Shirts
Pads, Geri
Pajamas Pants
Pajama Tops
Pillow Slips
Pillowcases (hyperbaric)
Shampoo Pads
Sheets
Shirts
Shower Curtains
Table Linens

Tops (volunteers)
Towels
Rags (per pound)
Uniform Shirts
Uniform Pants
Washcloths

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

OLIVE VIEW-UCLA MEDICAL CENTER

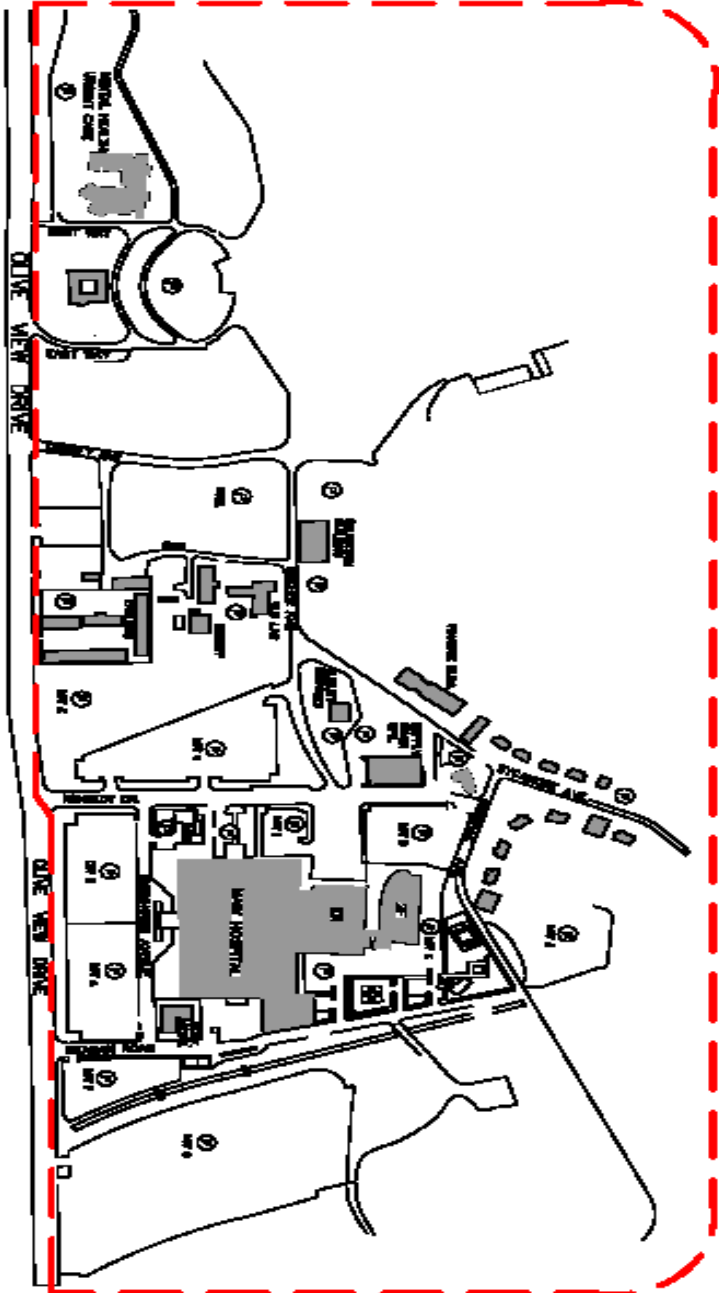
4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
<p>A. All infant linens shall be treated with a non-allergenic fabric softener, free of dyes and perfumes.</p> <p>B. Contractor shall wash specialized items such as mast suits and bath and surgical strings.</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>OV-UCLA Medical Center, 14445 South Olive View Drive, Sylmar, CA 91342.</p>

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
OLIVE VIEW-UCLA MEDICAL CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
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OLIVE VIEW-UCLA MEDICAL CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

SAN FERNANDO HEALTH CENTER

1. INTRODUCTION

San Fernando Health Center (San Fernando HC) provides pediatrics, adult, women's health, and same day/next day visits with appointments. These primary care services are supported by social services, nutrition, health education, and care management to improve individual and population health.

2. FACILITY INFORMATION

DHS Facility	San Fernando Health Center
Address	1212 Pico Street San Fernando, CA 91340
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Day(s) of Week	Tuesday
Surgical linen (Monthly Poundage)	0 lbs
Non-surgical linen (Monthly Poundage)	20 lbs
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	20 lbs

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Doctor's Lab Coats

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
<p>A. This facility does not have a loading dock. The Contractor may park on street and enter through the front door.</p> <p>B. If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.</p>

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

SAN FERNANDO HEALTH CENTER

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: OV-UCLA Medical Center at 14445 So. Olive View Drive, Sylmar, CA 91342.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

SAN FERNANDO HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
SAN FERNANDO HEALTH CENTER



APPENDIX C – TECHNICAL EXHIBITS REGION 2

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Facility Specification Sheets – Region 2

Exhibit

- C-2-1 Antelope Valley Health Center
335-B E Avenue K-6, Lancaster, CA 93535
- C-2-2 Antelope Valley Rehabilitation Center
30500 Arrastre Canyon Road, Acton, CA 93510
- C-2-3 Camp Mendenhall
42230 North Lake Hughes Road, Lake Hughes, CA 93532
- C-2-4 High Desert Regional Health Center
335 East Avenue I, Lancaster, CA 93535
- C-2-5 Lake Los Angeles Health Center
16921 East Avenue O, Space G, Lake Los Angeles, CA 93591
- C-2-6 Littlerock Health Center
8201 Pearblossom Highway, Littlerock, CA 93543
- C-2-7 South Valley Health Center
38350 40th Street East, Palmdale, CA 93552

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

ANTELOPE VALLEY HEALTH CENTER

1. INTRODUCTION

The Antelope Valley Health Center (Antelope Valley HC) provides primary care for children and adults, prenatal and well-baby care, immunizations, family planning, and screening/treatment for tuberculosis and sexually transmitted diseases.

2. FACILITY INFORMATION

DHS Facility	Antelope Valley Health Center
Address	335-B E Avenue K-6 Lancaster, CA 93535
Scheduled Pick-Up/Delivery Time	Will be picked up and delivered to: High Desert Regional Health Center 335 East Avenue I Lancaster, CA 93535 8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	20 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	20 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Cubicle Curtains
Towels

Doctor Coats
Sheets

Gowns

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

ANTELOPE VALLEY HEALTH CENTER

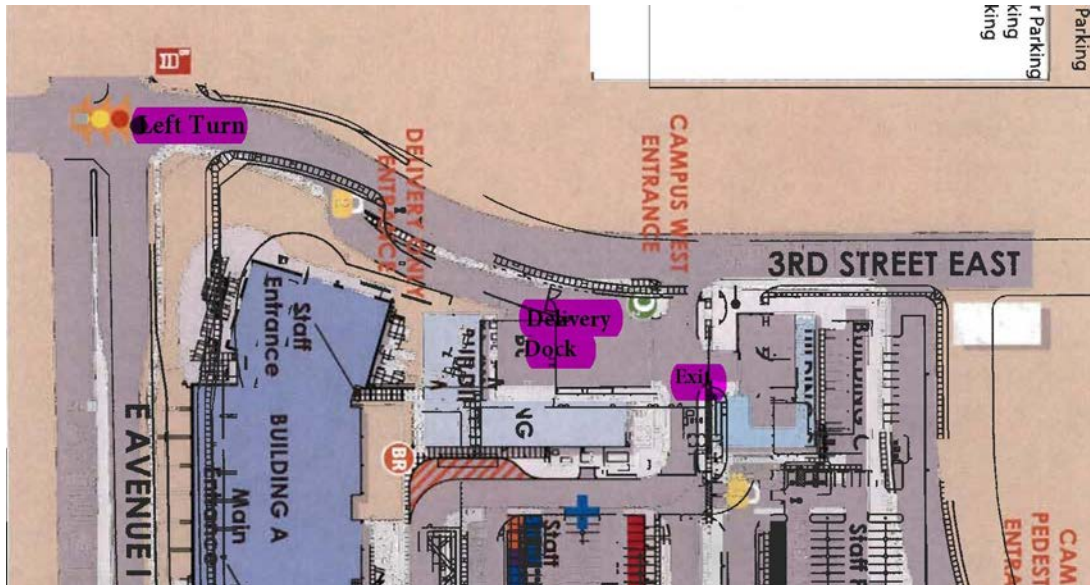
5. MONTHLY MEETINGS

Monthly Meetings
To be held at: High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

ANTELOPE VALLEY HEALTH CENTER

High Desert Regional Health Center



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

ANTELOPE VALLEY HEALTH CENTER

High Desert Regional Health Center

3rd Street Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

ANTELOPE VALLEY REHABILITATION CENTER

1. INTRODUCTION

The Antelope Valley Rehabilitation Centers (AVRC) offer affordable and comprehensive adult (18+) Outpatient and Residential (90-120 days) Substance Use Disorder treatment programs. AVRC's Programs offer substance use disorder, mental health and physical health assessment, treatment, discharge coordination and continuum of care planning and referral by licensed, certified and registered professional staff. AVRC has gender separate and specific residential treatment programs and facilities. Treatments offered are Medication Assisted Treatment, Evidence Based Practice Educational Curriculum including Matrix, Motivational Interviewing, Cognitive Behavioral Therapy, Seeking Safety, Twelve Step Facilitation, Moral Recognition Therapy and Mindfulness, and trauma-informed groups, Individual and Group Counseling, Wellness Programs such as Smoking Cessation Program, and 12-step Recovery Groups and Recreational Activities.

2. FACILITY INFORMATION

DPH Facility	Antelope Valley Rehabilitation Center-
Address	30500 Arrastre Canyon Road Acton, CA 93510
Scheduled Pick-Up/Delivery Time	7:30 a.m. – 11:30 a.m.
Days of Week	Wednesday
Surgical linen (Monthly Poundage)	n/a
Non-surgical linen (Monthly Poundage)	700 lbs.
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	700 lbs.

3. TYPES OF LINEN

Including but not limited to the following items:

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Blankets

Face Cloths

Fitted Sheets

Flat Sheets

Mattress Pads

Pillow Cases

Towels

4. SPECIAL OPERATIONAL REQUIREMENTS

**DEPARTMENT OF PUBLIC HEALTH – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

ANTELOPE VALLEY REHABILITATION CENTER

Special Operational Requirements
<p>A. Bleach all linen items which includes, but not limited to:</p> <p>Mattress Pads 39x80x12 GS Quilted Twin XL do not require special laundering.</p> <p>Breakdown of annual quantity of each item is as follows:</p> <ul style="list-style-type: none"> ○ Mattress pads – 9,048 ○ Fitted Sheets – 9,048 ○ Flat sheets – 9,048 ○ Blankets – 14,268 <ul style="list-style-type: none"> 174/week from 6/1 thru 11/1 348/week from 11/1 thru 6/1 ○ Pillowcases – 9,048 ○ Towels – 9,048 <p>Facecloths – 9,048</p> <p>The Contractor shall leave four of its laundry bins at the facility at all times to be used as storage of soiled linen.</p> <p>The specifications of each laundry bin are as follows: W 4' x D 28 ½" x H 68 ½", open top and cut out in the middle for easy access, with hard plastic on wheels.</p> <p>B. If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.</p>

DEPARTMENT OF PUBLIC HEALTH – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

ANTELOPE VALLEY REHABILITATION CENTER



DEPARTMENT OF PUBLIC HEALTH – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

ANTELOPE VALLEY REHABILITATION CENTER



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP MENDENHALL

1. INTRODUCTION

Camp Mendenhall is a secure facility located on approximately 233.9 acres in the Lake Hughes area next to Camp Munz. It is comprised of approximately 38,609 gross square feet with an administration building, school facility, kitchen, dining area and gymnasium. It has a large dormitory with a capacity for 105 boys.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Mendenhall
Address	42230 North Lake Hughes Road Lake Hughes, CA 93532
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	7,000 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	7,000 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-----------------|-----------------------|-------------------------|
| Polo Shirts | Jackets | Bed Spreads |
| Pants | Pillow Cases | Blankets - Cotton |
| T-Shirts | Bed Sheets | Blankets - Wool |
| Thermal Tops | Towels | Cook Uniform Pants |
| Thermal bottoms | Wash Cloths | Cook Uniform Shirts |
| Sweat Shirts | Socks | Culinary Jackets |
| Sweat Pants | Shorts | Transportation Clothing |
| Boxers | Kitchen Patrol Shirts | Kitchen Patrol Pants |
| Aprons | | |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
Two Contractor’s laundry bins shall be left at Camp Mendenhall for loading of soiled linen and then removed during the next delivery of clean linen items.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP MENDENHALL

All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.

Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. **(Welfare and Institution Code 871.35)**

5. MONTHLY MEETINGS

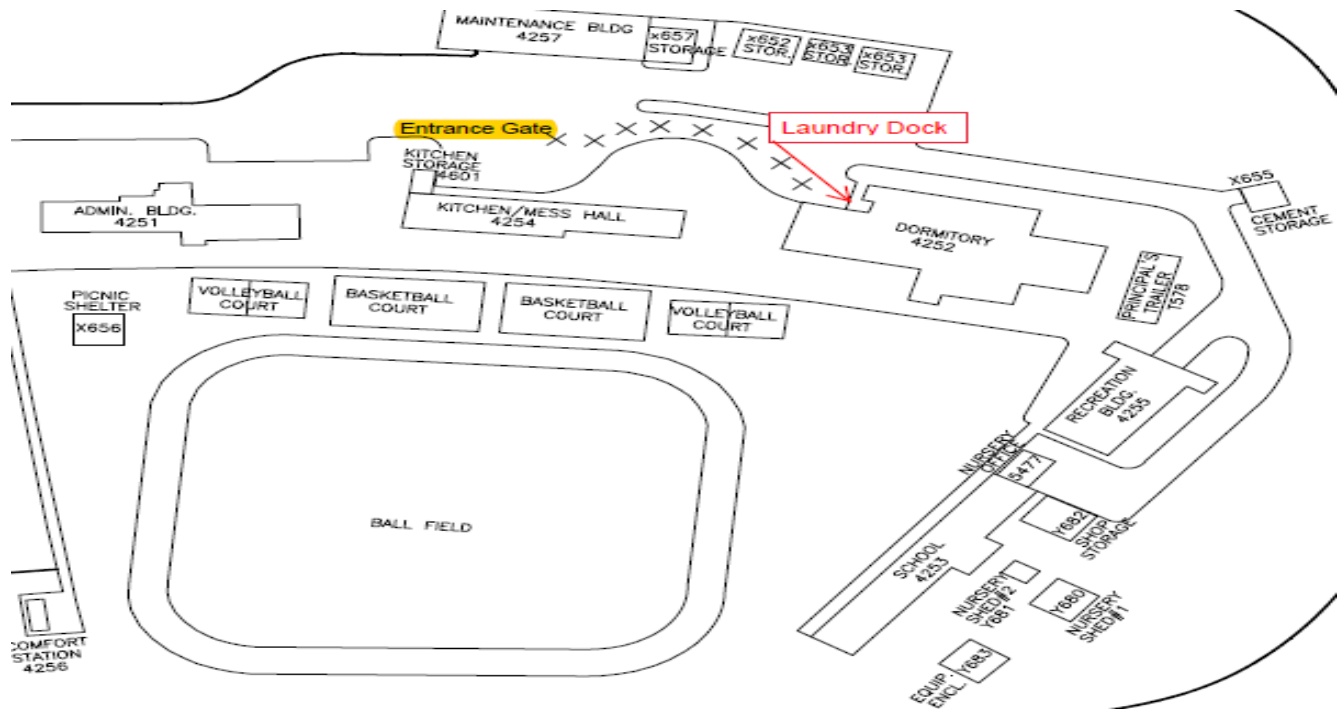
Monthly Meetings

To be held at:

High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP MENDENHALL



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP MENDENHALL



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

HIGH DESERT REGIONAL HEALTH CENTER

1. INTRODUCTION

High Desert Regional Health Center (High Desert RHC) has three clinics that provide Pediatric, Adult Internal Medicine, and Women’s Clinic services. The health center provides medical and surgical specialty care including outpatient surgery.

2. FACILITY INFORMATION

DHS Facility	High Desert Regional Health Center (Region 2 Lead Facility)
Address	335 East Avenue I Lancaster, CA 93535
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	640 lbs.
Non-surgical linen (Monthly Poundage)	5060 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	5700 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

- | | | |
|--------------------|------------------------|-------------|
| Doctor/Nurse Pants | Sheets (Surgery) | Towels |
| Doctor/Nurse Shirt | Jackets (warm-up) | Gowns |
| Washcloths | Pillow Slips (Surgery) | |
| | Blankets | Child Gowns |

B. Non-Surgical linen

- | | | |
|------------------|-------------------|--------------|
| Blankets | Gowns | Pillow Slips |
| Child Gowns | Intravenous Gowns | Sheets |
| Cubicle Curtains | Lab Coats | Towels |
| Doctor’s Coats | Pajamas Pants | Washcloths |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
A. All infant linens shall be treated with a non-allergenic fabric softener, free of dyes and perfumes.
B. Contractor shall wash specialized items such as mast suits and bath and surgical strings.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

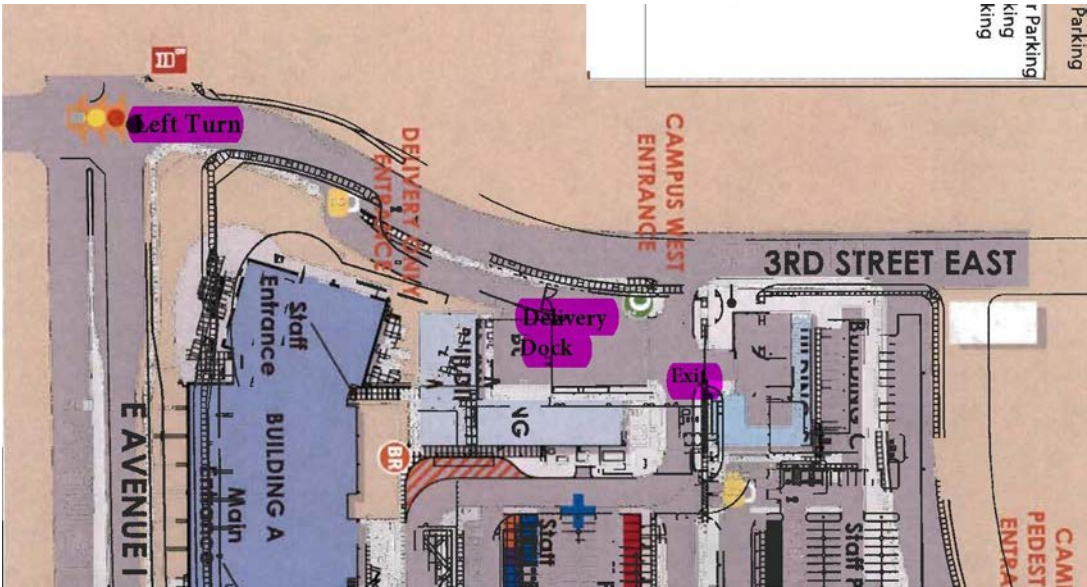
HIGH DESERT REGIONAL HEALTH CENTER

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

HIGH DESERT REGIONAL HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
HIGH DESERT REGIONAL HEALTH CENTER

3rd Street Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LAKE LOS ANGELES HEALTH CENTER

1. INTRODUCTION

Lake Los Angeles Health Center (Lake LA HC) provides primary care for adults and children.

2. FACILITY INFORMATION

DHS Facility	Lake Los Angeles Health Center
Address	16921 East Avenue O, Space G Lake Los Angeles, CA 93591
Scheduled Pick-Up/Delivery Time	Will be picked up and delivered to: High Desert Regional Health Center 335 East Avenue I Lancaster, CA 93535 8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	80 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	80 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Bath Blankets

Cubicle Curtains

IV Gowns

Patient Gowns

Pillow Slips

Sheets

Towels

Wash Cloths

Child Gowns

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LAKE LOS ANGELES HEALTH CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

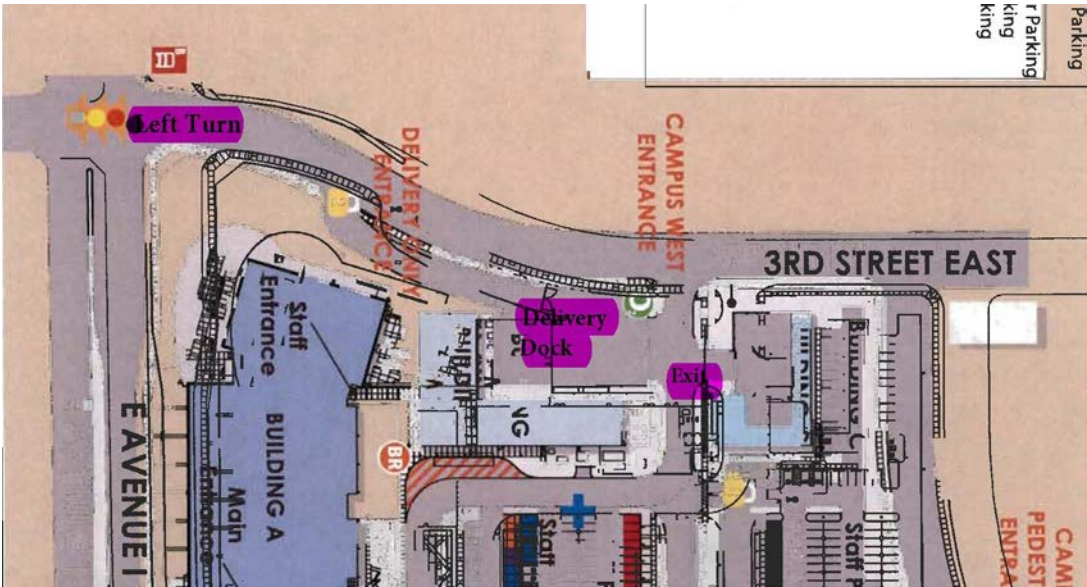
Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

MONTHLY MEETINGS

Monthly Meetings
To be held at: High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LAKE LOS ANGELES HEALTH CENTER
High Desert Regional Health Center



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LAKE LOS ANGELES HEALTH CENTER

High Desert Regional Health Center

3rd Street Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LITTLE ROCK HEALTH CENTER

1. INTRODUCTION

Little Rock Health Center (Little Rock HC) provides primary care services for children and adults, including health screenings, physicals, wellness visits, and chronic disease management.

2. FACILITY INFORMATION

DHS Facility	Little Rock Health Center
Address	8201 Pearblossom Highway Little Rock, CA 93543
Scheduled Pick-Up/Delivery Time	Will be picked up and delivered to: High Desert Regional Health Center 335 East Avenue I Lancaster, CA 93535 8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	80 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	80 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Bath Blankets

Cubicle Curtains

IV Gowns

Patient Gowns

Pillow Slips

Sheets

Towels

Wash Cloths

Child Gowns

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LITTLE ROCK HEALTH CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

Monthly Meetings

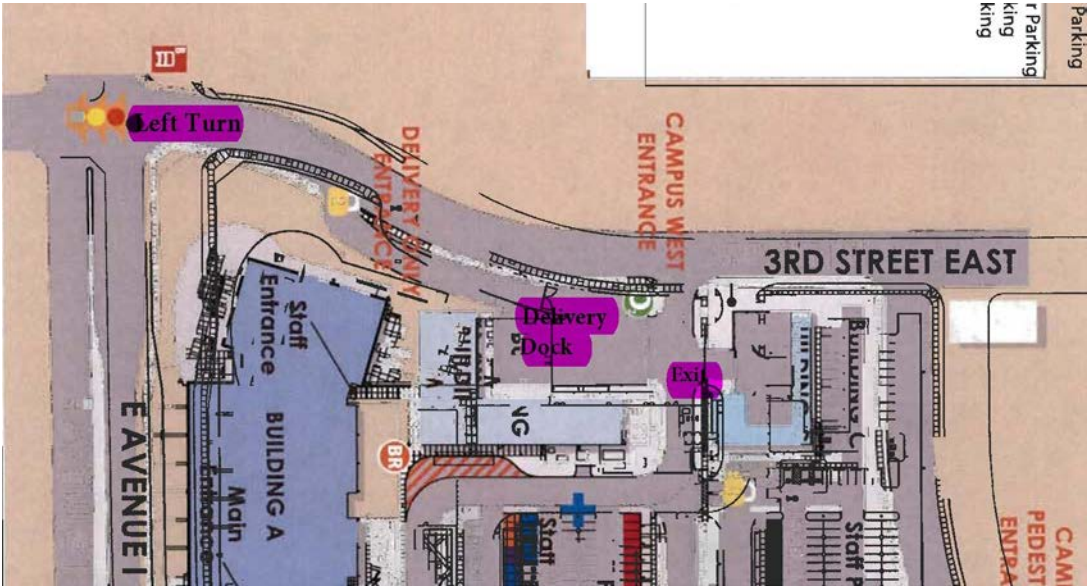
To be held at:

High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LITTLE ROCK HEALTH CENTER

High Desert Regional Health Center

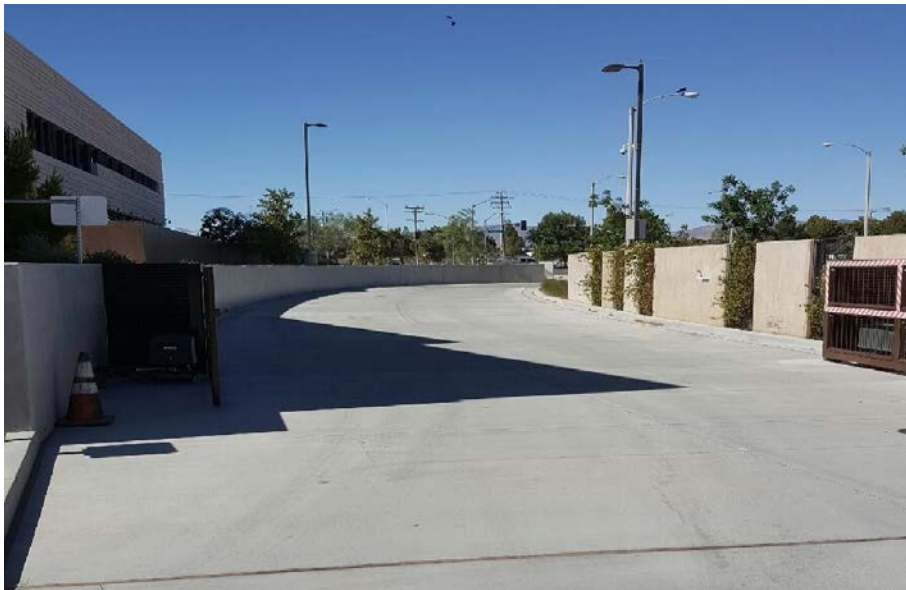


DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LITTLE ROCK HEALTH CENTER

High Desert Regional Health Center

3rd Street Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
SOUTH VALLEY HEALTH CENTER**

1. INTRODUCTION

South Valley Health Center (South Valley HC) provides primary care services for adult and pediatric patients, including preventive health screenings, physical examinations, treatment of episodic health problems and management of chronic medical conditions, such as diabetes and asthma.

2. FACILITY INFORMATION

DHS Facility	South Valley Health Center
Address	38350 40 th Street East Palmdale, CA 93552
Scheduled Pick-Up/Delivery Time	Will be picked up and delivered to: High Desert Regional Health Center 335 East Avenue I Lancaster, CA 93535 8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	300 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	300 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):**A. Surgical linen**

Not Applicable

B. Non-Surgical linen

Bath Blankets

Cubicle Curtains

IV Gowns

Doctor's Coats

Patient Gowns

Pillow Slips

Sheets

Towels

Wash Cloths

Child Gowns

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

SOUTH VALLEY HEALTH CENTER

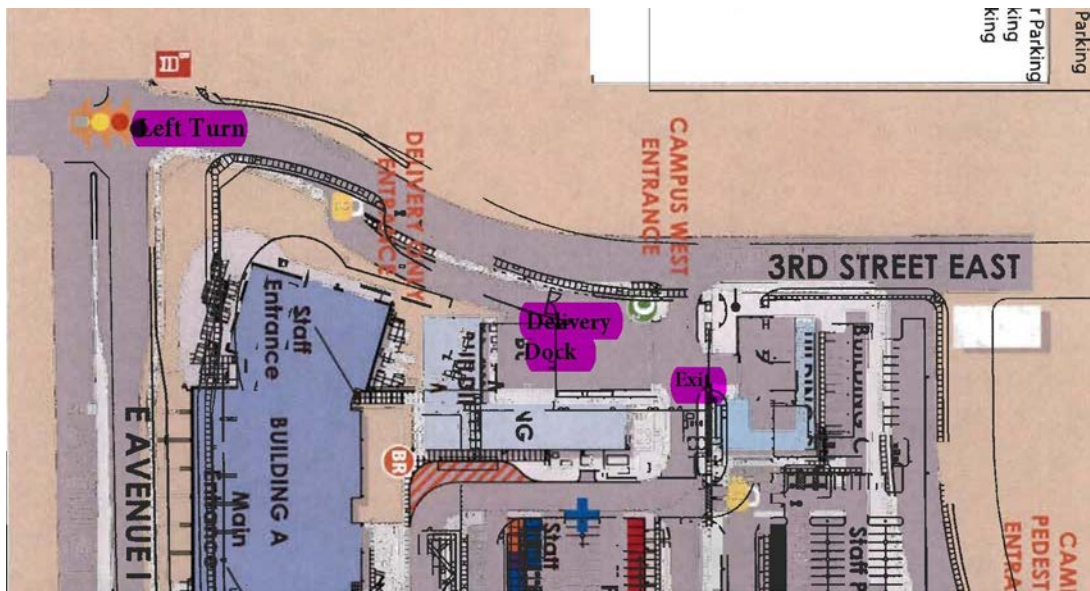
5. MONTHLY MEETINGS

Monthly Meetings
To be held at: High Desert Regional Health Center, 335 East Avenue I, Lancaster, CA 93535.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

SOUTH VALLEY HEALTH CENTER

High Desert Regional Health Center



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
SOUTH VALLEY HEALTH CENTER
High Desert Regional Health Center
3rd Street Entrance**



APPENDIX C – TECHNICAL EXHIBITS

REGION 3

TABLE OF CONTENTS

Facility Specification Sheets – Region 3

Exhibit

- C-3-1 Bellflower Health Center
10005 Flower Street, Bellflower, CA 90706
- C-3-2 Harbor-UCLA Medical Center
1000 West Carson Street, Torrance, CA 90509
- C-3-3 Long Beach Comprehensive Health Center
1333 Chestnut Avenue, Long Beach, CA 90813
- C-3-4 Martin Luther King Jr. Outpatient Center
1670 East 120th Street, Los Angeles, CA 90059
- C-3-5 Wilmington Health Center
1325 Broad Avenue, Wilmington, CA 90744
- C-3-6 Augustus Hawkins Mental Health Center
1720 E. 120th Street, 2nd Floor, Los Angeles, CA 90059

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

BELLFLOWER HEALTH CENTER

1. INTRODUCTION

Bellflower Health Center (Bellflower HC) provides primary care services to adults, families and children.

2. FACILITY INFORMATION

DHS Facility	Bellflower Health Center
Address	10005 Flower Street Bellflower, CA 90706
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Thursday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	80 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	80 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Cubicle Curtains
Doctor's Lab Coats

Housekeeping Uniforms

Mop Heads

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

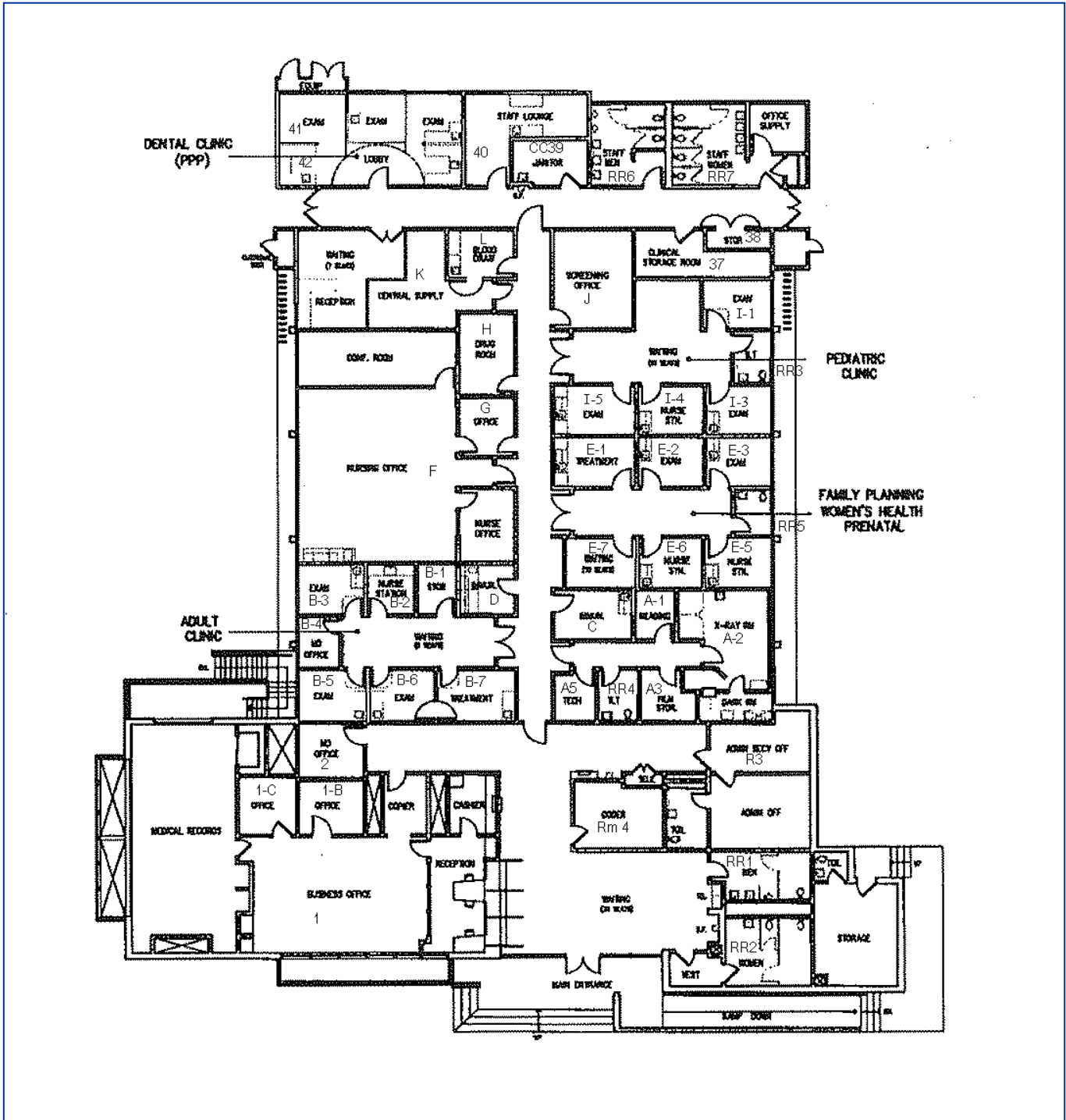
Monthly Meetings

To be held at:

Harbor-UCLA Medical Center, 1000 West Carson Street, Torrance, CA 90509.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

BELLFLOWER HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
BELLFLOWER HEALTH CENTER**



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

HARBOR-UCLA MEDICAL CENTER

1. INTRODUCTION

Harbor-UCLA Medical Center (H-UCLA MC) is one of only five Level I Trauma Centers in Los Angeles County. The hospital's 300 full time faculty, as well as many of the 450 part-time and voluntary professional staff, hold faculty appointments at the UCLA David Geffen School of Medicine and devote their time to clinical care, research, and teaching. In addition to serving as a major training site for medical students from the UCLA School of Medicine, the hospital also works with staff and medical students from the Charles R. Drew University of Medicine and Science.

2. FACILITY INFORMATION

DHS Facility	Harbor-UCLA Medical Center (Region 3 Lead Facility)
Address	1000 West Carson Street Torrance, CA 90509
Scheduled Pick-Up/Delivery Time	5:00 am to 6:00am
Days of Week	Monday through Saturday
Surgical linen (Monthly Poundage)	14,000
Non-surgical linen (Monthly Poundage)	187,000
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	201,000

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Doctor Pants
Doctor Shirts

Pillow Slips (Surgery)
Sheets (Surgery)

Towels

B. Non-Surgical linen

Bed Pads
Bib Aprons
Blankets
Cleaning Cloths
Cubicle Curtains
Diapers
Dish Towels
Dresses (nurses)
Gowns
Jackets (warm-up)
Lab Coats

Laundry Bags
Mops
Nurses Pants
Nurses Shirts
Pads, Geri
Pajamas Pants
Pajama Tops
Pillow Slips
Pillowcases (hyperbaric)
Shampoo Pads
Sheets

Shirts
Table Linens
Tops (volunteers)
Towels
Rags (per pound)
Uniform Shirts
Uniform Pants
Washcloths

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

HARBOR–UCLA MEDICAL CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
<p>A. All infant linens shall be treated with a non-allergenic fabric softener, free of dyes and perfumes.</p> <p>B. Contractor shall wash specialized items such as mast suits and bath and surgical strings.</p> <p>C. Due to the large volume of linen items, one Contractor’s exchange trailer shall be left at H-UCLA MC for loading of soiled linen and then removed during the next delivery of clean linen items.</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>Harbor-UCLA Medical Center 1000 West Carson Street, Torrance, CA 90509.</p>

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
 LAUNDRY SERVICES
 FACILITY SPECIFICATION SHEET

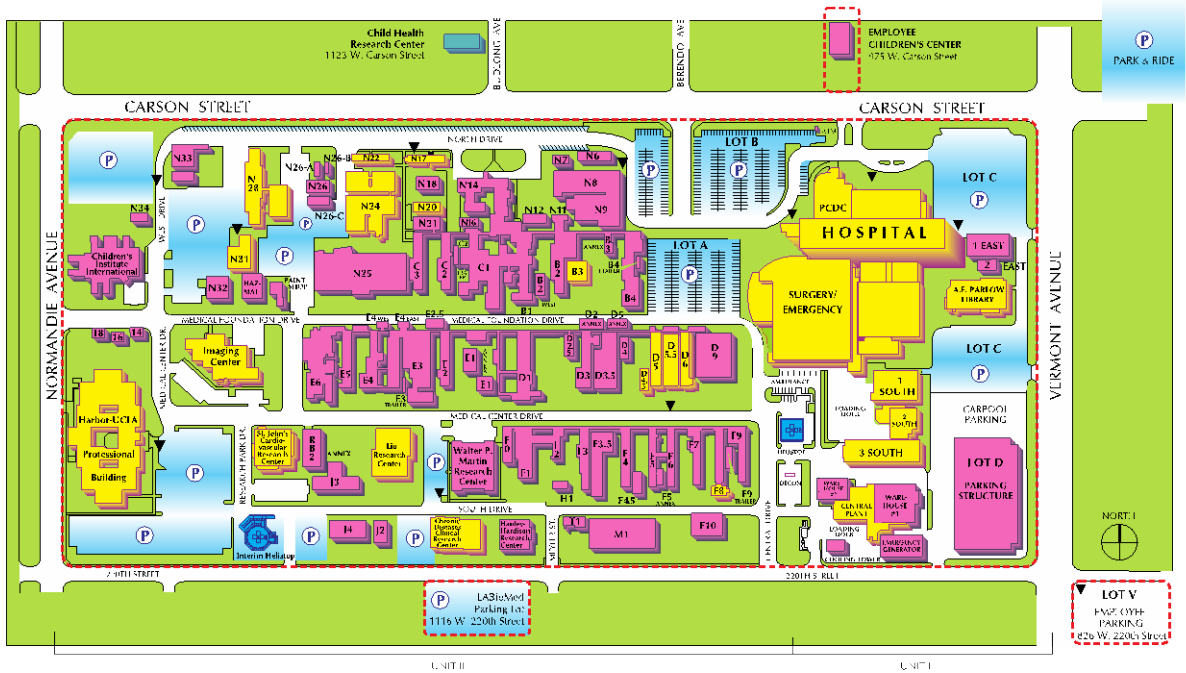
HARBOR-UCLA MEDICAL CENTER



Campus Plan
 Plano del Hospital



1000 West Carson Street, P.O. Box 2910, Torrance, CA 90509-2910
 (310) 222-2345



REVISED: 06/13

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 Hospital Planning & Architecture

Patient Service Building
 Edificio para atención al paciente

Campus Building
 Edificio en las dependencias del hospital

Patient/Visitor Parking
 Estacionamiento para visitantes y pacientes

Shuttle Bus Stops
 Parada del autobús

Smoke and Tobacco Free Campus
 Este es un Campus libre de fumo y tabaco

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
HARBOR-UCLA MEDICAL CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LONG BEACH COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

Long Beach Comprehensive Health Center (LBCHC) provides primary care for adults, families and children.

2. FACILITY INFORMATION

DHS Facility	Long Beach Comprehensive Health Center
Address	1333 Chestnut Avenue Long Beach, CA 90813
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	400 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	400 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Cubicle Curtains
Doctor's Lab Coats

Patient Gowns
Rags

Soiled Linen
Window Drapes

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

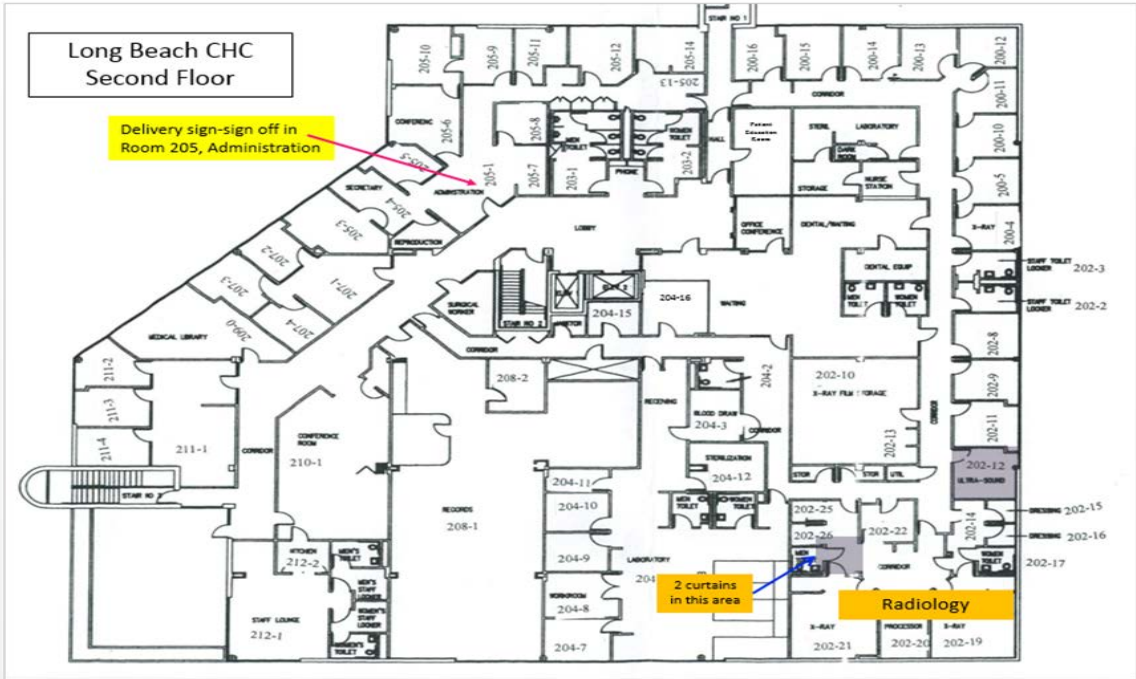
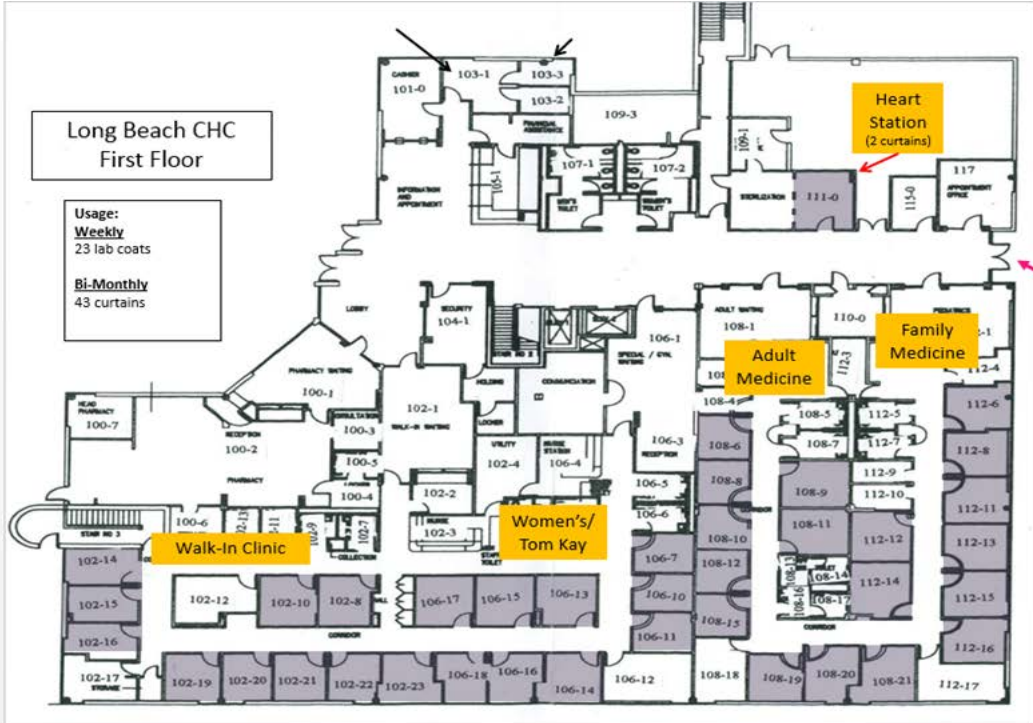
LONG BEACH COMPREHENSIVE HEALTH CENTER

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: Harbor-UCLA Medical Center, 1000 West Carson Street, Torrance, CA 90509.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LONG BEACH COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LONG BEACH COMPREHENSIVE HEALTH CENTER

Main Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

MARTIN LUTHER KING JR OUTPATIENT CENTER

1. INTRODUCTION

Martin Luther King Jr. Outpatient Center (MLK OC) provides primary and specialty care services to a variety of patients. MLK OC operates 70 primary care and specialty care clinics. In addition to ancillary, diagnostic, and treatment services, the outpatient center also houses an Ambulatory Surgery and Urgent Care Center, Dental, behavioral health, and HIV/AIDS services.

2. FACILITY INFORMATION

DHS Facility	Martin Luther King Jr Outpatient Center
Address	1670 East 120 th Street Los Angeles, CA 90059
Scheduled Pick-Up/Delivery Time	10:00am to 11:00am
Days of Week	Monday through Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	15,000
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	15,000

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical Linen

Not Applicable

B. Non-Surgical linen

Bed Pads	Jackets (warm-up)	Pillowcases (hyperbaric)
Bib Aprons	Lab Coats	Shampoo Pads
Blankets	Laundry Bags	Sheets
Cleaning Cloths	Mops	Shirts
Cubicle Curtains	Nurses Pants	Table Linens
Diapers	Nurses Shirts	Tops (volunteers)
Dish Towels	Pads, Geri	Towels
Dresses (nurses)	Pajamas Pants	Rags (per pound)
Gowns	Pajama Tops	Uniform Shirts
	Pillow Slips	Uniform Pants
		Washcloths

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

MARTIN LUTHER KING JR OUTPATIENT CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

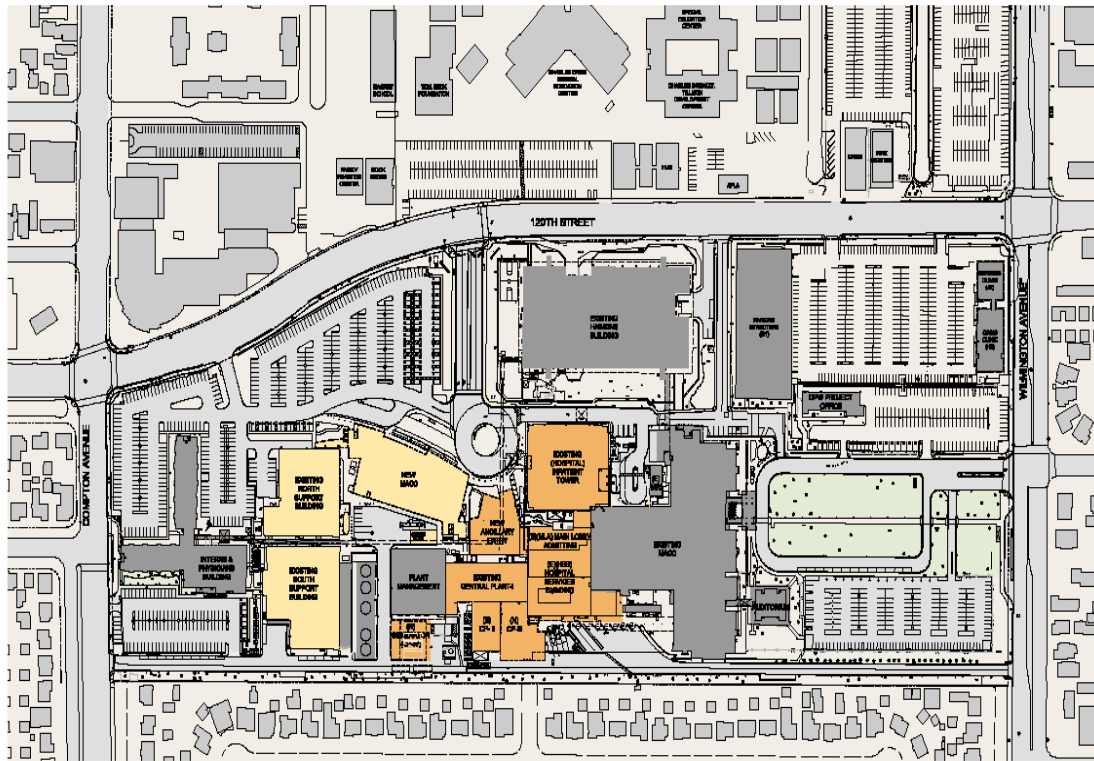
Special Operational Requirements
<p>A. All infant linens shall be treated with a non-allergenic fabric softener, free of dyes and perfumes.</p> <p>B. Contractor shall wash specialized items such as mast suits and bath and surgical strings.</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>Harbor-UCLA Medical Center at 1000 West Carson Street, Torrance, CA 90509.</p>

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
 LAUNDRY SERVICES
 FACILITY SPECIFICATION SHEET

MARTIN LUTHER KING JR OUTPATIENT CENTER



ROAD
 NON CAMPUS BUILDING
 EXISTING BUILDING
 MACC PROJECT
 HOSPITAL PROJECT
 GREEN SPACE
 TREE

MARTIN LUTHER KING JR. MEDICAL CENTER
 MULTI-SERVICE AMBULATORY CARE CENTER (MACC)
 AMBULATORY BUILDING & INPATIENT TOWER
 RENOVATION (HOSPITAL) TOWER

PROPOSED CAMPUS SITE PLAN

0 50 100 200'

HMC
 07.08.10

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

MARTIN LUTHER KING JR OUTPATIENT CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

WILMINGTON HEALTH CENTER

1. INTRODUCTION

Wilmington Health Center (Wilmington HC) provides primary care for adults, families and children.

2. FACILITY INFORMATION

DHS Facility	Wilmington Health Center
Address	1325 Broad Avenue Wilmington, CA 90744
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Thursday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	80 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	80 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Cubicle Curtains
Doctor’s Lab Coats

Housekeeping Uniforms

Mop Heads

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

WILMINGTON HEALTH CENTER

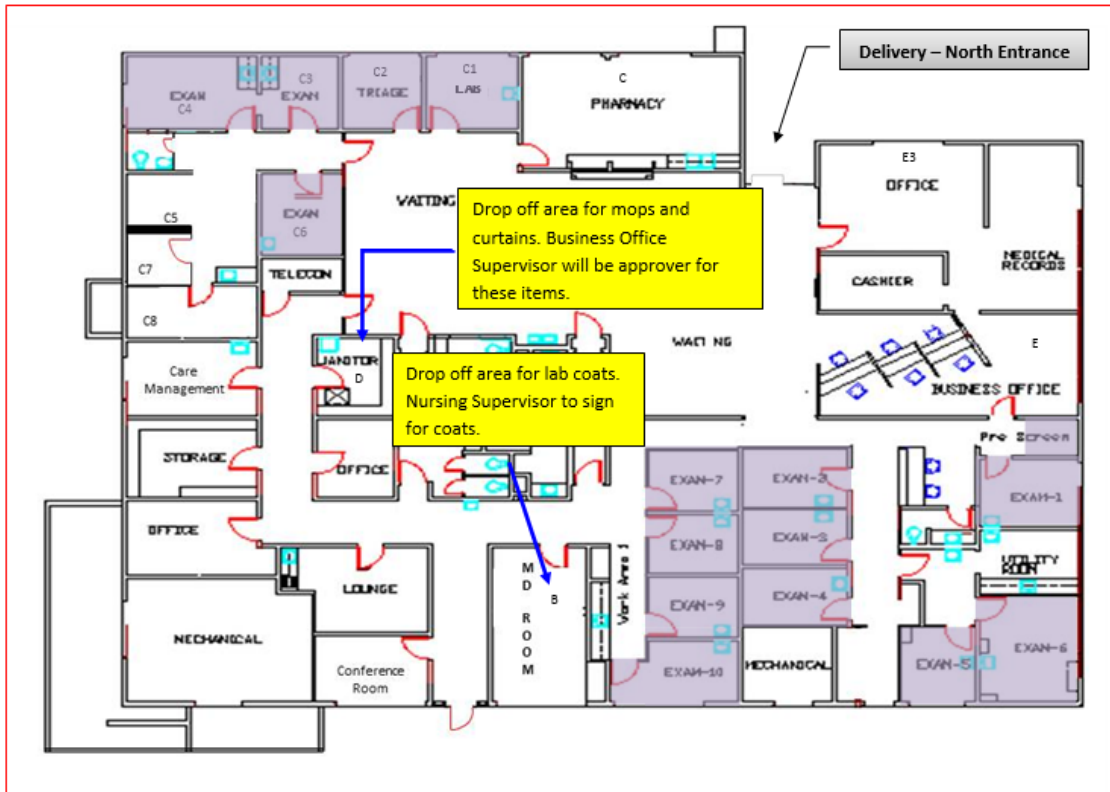
5. MONTHLY MEETINGS

Monthly Meetings
To be held at: Harbor-UCLA Medical Center, 1000 West Carson Street, Torrance, CA 90509.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

WILMINGTON HEALTH CENTER

Wilmington Health Center
1325 Broad Ave.
Wilmington, CA 90744



PARKING LOT

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

WILMINGTON HEALTH CENTER

North Entrance



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

AUGUSTUS F. HAWKINS MENTAL HEALTH CENTER

1. INTRODUCTION

Los Angeles County + USC Psychiatric Inpatient Services are provided at August F. Hawkins Mental Health Center. It is located at 1720 East 120th Street, Los Angeles, CA 90059 on the Martin Luther King Jr. Community Hospital Campus. Patients with a variety of acute psychiatric problems are admitted from LAC+USC Psychiatric Emergency Room or the Consultation-Liaison Service, when psychiatric hospitalization is warranted.

2. FACILITY INFORMATION

DHS Facility	Augustus Hawkins Mental Health Center
Address	1720 E. 120 TH Street, 2 ND floor Los Angeles, CA 90059
Scheduled Pick-Up/Delivery Time	12:00 p.m. – 1:30 p.m.
Days of Week	Monday – Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	8,000 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	8,000 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|------------------|---------------|------------------|
| Towels | Laundry Bags | Sheets |
| Blankets | Mops | Rags (per pound) |
| Cleaning Cloths | Pajamas Pants | Washcloths |
| Cubicle Curtains | Pajama Tops | |
| Gowns | Pillow Cases | |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
None required

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

AUGUSTUS F. HAWKINS MENTAL HEALTH CENTER

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: Harbor-UCLA Medical Center, 1000 West Carson Street, Torrance, CA 90509.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
 LAUNDRY SERVICES
 FACILITY SPECIFICATION SHEET

AUGUSTUS F. HAWKINS MENTAL HEALTH CENTER



PATIENT SERVICE BUILDING
 CAMPUS BUILDING

CAMPUS MAP
 Martin Luther King, Jr. Medical Campus



- | | |
|--|--|
| <ol style="list-style-type: none"> 1. MARTIN LUTHER KING Jr. OUTPATIENT CENTER 2. HOSPITAL SERVICES BUILDING (HSB) 3. FACILITIES MANAGEMENT / CENTRAL PLANT 4. LEROY WEEKES MEDICAL SUPPORT BUILDING 5. ANCILLARY ENTRY 6. MAIN LOBBY AND ADMITTING (MLA) 7. MARTIN LUTHER KING Jr. COMMUNITY HOSPITAL 8. AUGUSTUS HAWKINS PSYCHIATRIC AND CLINICAL SCIENCES BUILDING 9. PARKING STRUCTURE-STAFF ONLY | <ol style="list-style-type: none"> 10. TED WATKINS BUILDING / EXODUS 11. GENESIS BUILDING 12. OASIS CLINIC 13. JARON J. GAMMONS SOUTHWEST AREA CHILDREN'S HUB 14. INTERNS & RESIDENTS BUILDING 15. H. CLAUDE HUDSON CONFERENCE CENTER 16. FIRE STATION 17. MATERIALS MANAGEMENT SERVICE & SUPPLY BUILDING 18. ACUTE UNIT BUILDING |
|--|--|

MLK PLANNING DEPT.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

AUGUSTUS F. HAWKINS MENTAL HEALTH CENTER



APPENDIX C – TECHNICAL EXHIBITS REGION 4

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Facility Specification Sheets – Region 4

Exhibit

- C-4-1 Camp Afflerbaugh
6631 North Stephens Ranch Road, La Verne, CA 91750
- C-4-2 Camp Paige
6601 North Stephens Ranch Road, La Verne, CA 91750
- C-4-3 Camp Rockey
1900 North Sycamore Canyon Road, San Dimas, CA 91773
- C-4-4 Dorothy Kirby Center
1500 South Mc Donnell Avenue, Commerce, CA 90022
- C-4-5 Edward R. Roybal Comprehensive Health Center
245 South Fetterly Avenue, Los Angeles, CA 90022
- C-4-6 El Monte Comprehensive Health Center
10953 Ramona Boulevard, El Monte, CA 91731
- C-4-7 H. Claude Hudson Comprehensive Health Center
2829 South Grand Avenue, Los Angeles, CA 90007
- C-4-8 Hubert H. Humphrey Comprehensive Health Center
5850 South Main Street, Los Angeles, CA 90003
- C-4-9 LAC+USC Medical Center
2051 Marengo Street, Los Angeles, CA 90033
- C-4-10 La Puente Health Center
15930 Central Avenue, La Puente, CA 91744

**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP AFFLERBAUGH

1. INTRODUCTION

Camp Afflerbaugh is a secure facility located on approximately 47 acres at the foot of the San Gabriel Mountains, just above the community of La Verne and next to Camp Paige. It is comprised of approximately 44,320 gross square feet with an administration building, joint school facilities with Camp Paige, kitchen, dining area, gymnasium and swimming pool. It also has a large dormitory with a capacity for 116 boys.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Afflerbaugh
Address	6631 North Stephens Ranch Road La Verne, CA 91750
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	10,200 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	10,200 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-----------------|-------------------|-------------------------|
| Polo Shirts | Pillow Cases | Shorts |
| Pants | Bed Sheets | Kitchen Patrol Shirts |
| T-Shirts | Towels | Kitchen Patrol Pants |
| Sweat Shirts | Boxers | Cook Uniform Shirts |
| Sweat Pants | Socks | Cook Uniform Pants |
| Thermal Tops | Blankets - Wool | Culinary Jackets |
| Thermal Bottoms | Blankets - Cotton | Aprons |
| Wash Cloths | Jackets | Transportation Clothing |
| Bed Spreads | | |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
Two Contractor’s laundry bins shall be left at Camp Afflerbaugh for loading of soiled linen and then removed during the next delivery of clean linen items.

**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP AFFLERBAUGH

All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.

Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. **(Welfare and Institution Code 871.35)**

5. MONTHLY MEETINGS

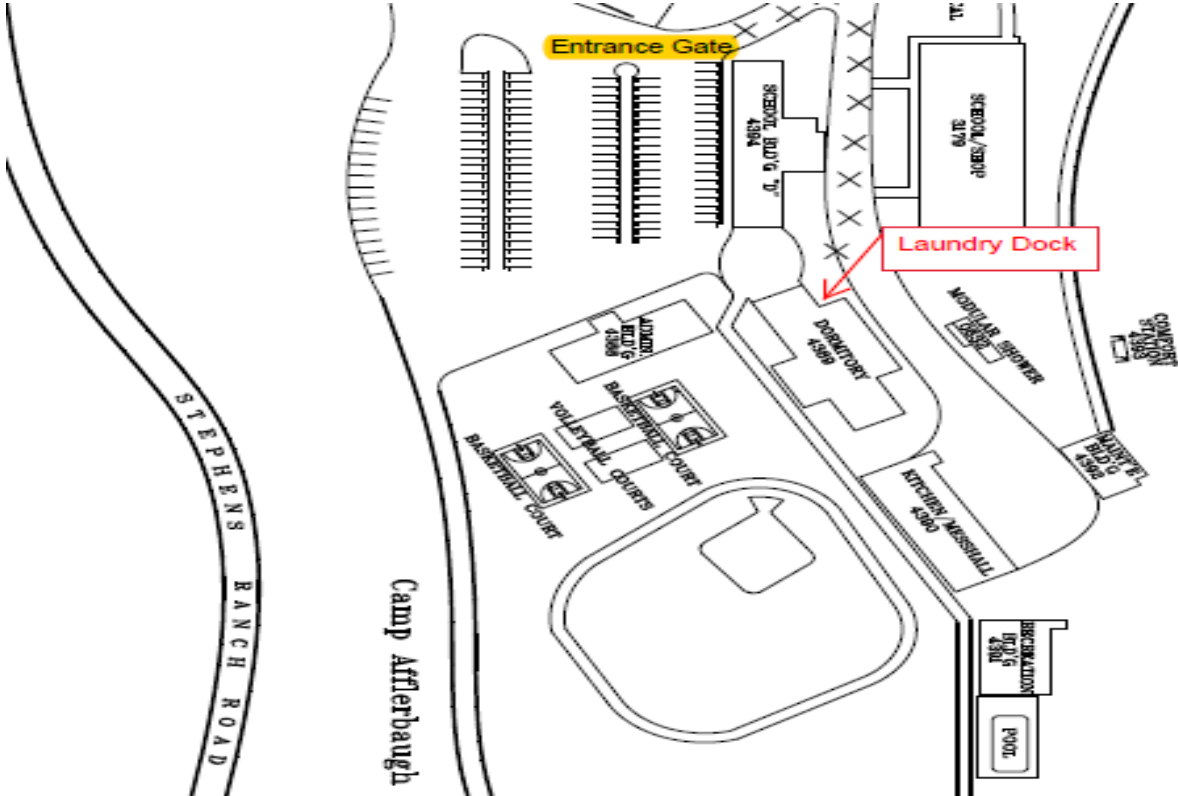
Monthly Meetings

To be held at:

LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
 LAUNDRY SERVICES
 FACILITY SPECIFICATION SHEET

CAMP AFFLERBAUGH



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP AFFLERBAUGH



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
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CAMP PAIGE

1. INTRODUCTION

Camp Paige is a secure facility located on the same 47 acres as Camp Afflerbaugh at the foot of the San Gabriel Mountains. It is comprised of approximately 25,742 gross square feet with an administration building, school facility, kitchen, dining area and gymnasium. It also has a large dormitory with a capacity for 116 boys and has a Fire Program for youth.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Paige
Address	6601 North Stephens Ranch Road La Verne, CA 91750
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	12,200 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	12,200 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-------------------|-------------------------------------|--|
| Polo Shirts | Pillow Cases | Socks |
| Pants | Bed Sheets | Boxers |
| T-Shirts | Towels | Cook Uniform Shirts |
| Sweat Pants | Bed Spreads | Cook Uniform Pants |
| Sweat Shirts | Blankets - Cotton | Kitchen Patrol Shirts |
| Thermal Tops | Blankets - Wool | Kitchen Patrol Pants |
| Thermal Bottoms | Wash Cloths | Transportation Clothing |
| Jackets | Shorts | Aprons |
| Jeans (Fire Camp) | Long Sleeve T-Shirts
(Fire Camp) | Long Sleeve Work Shirts (Fire
Camp) |

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP PAIGE

4. SPECIAL OPERATIONAL REQUIREMENTS

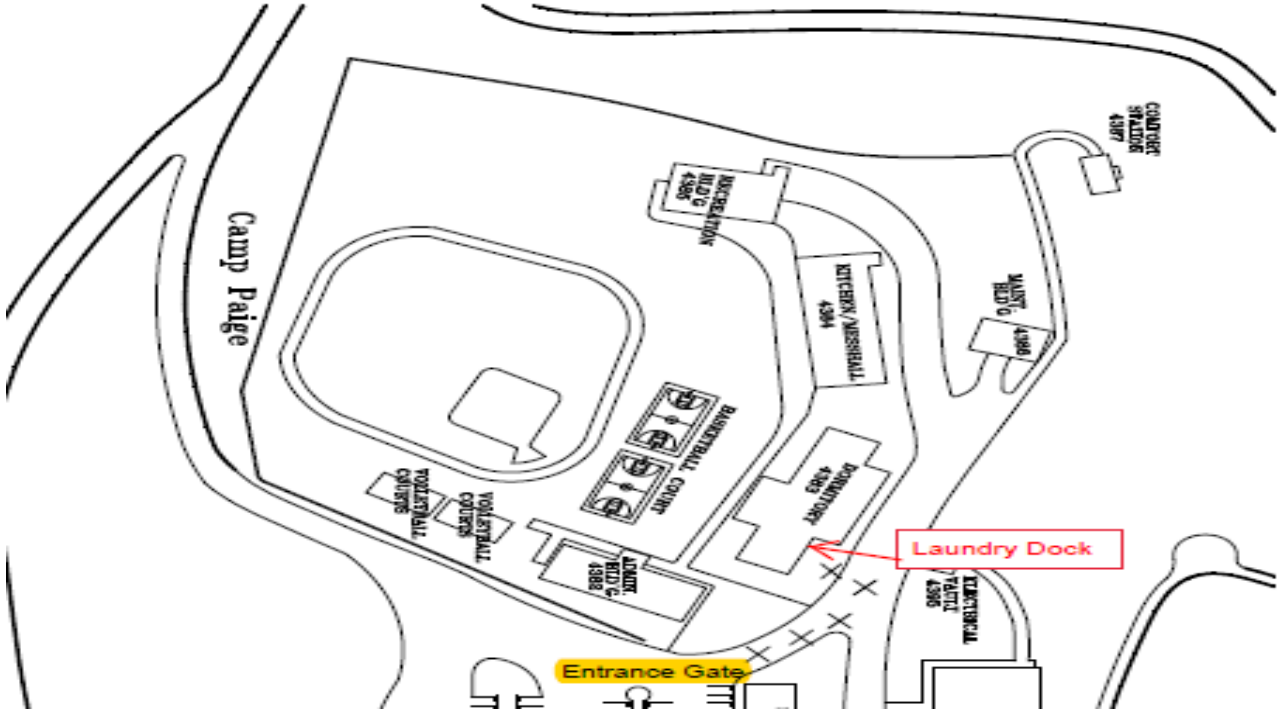
Special Operational Requirements
<p>Two Contractor's laundry bins shall be left at Camp Paige for loading of soiled linen and then removed during the next delivery of clean linen items.</p> <p>All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.</p> <p>Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. (Welfare and Institution Code 871.35)</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.</p>

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP PAIGE



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP PAIGE



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP ROCKEY

1. INTRODUCTION

Camp Rockey is a secure facility located on approximately 35 acres in the San Dimas foothills. It is comprised of approximately 55,408 gross square feet with an administration building, school facility, kitchen, dining area and gymnasium. It also has a large dormitory with a capacity for 120 minors, as well as a Hope center.

2. FACILITY INFORMATION

Probation Camp Facility	Camp Rockey
Address	1900 North Sycamore Canyon Road San Dimas, CA 91773
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	6,975 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	6,975 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-----------------|-------------------|-------------------------|
| Polo Shirts | Boxers | Cook Uniform Pants |
| Pants | Socks | Cook Uniform Shirts |
| T-Shirts | Towels | Culinary Jackets |
| Sweat Shirts | Wash Cloths | Kitchen Patrol Pants |
| Sweat Pants | Blankets - Cotton | Kitchen Patrol Shirts |
| Thermal Tops | Blankets - Wool | Aprons |
| Thermal Bottoms | Bed Sheets | Transportation Clothing |
| Jackets | Pillow Cases | Shorts |
| Bed Spreads | | |

**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

CAMP ROCKEY

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

Two Contractor's laundry bins shall be left at Camp Rockey for loading of soiled linen and then removed during the next delivery of clean linen items.

All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.

Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. **(Welfare and Institution Code 871.35)**

5. MONTHLY MEETINGS

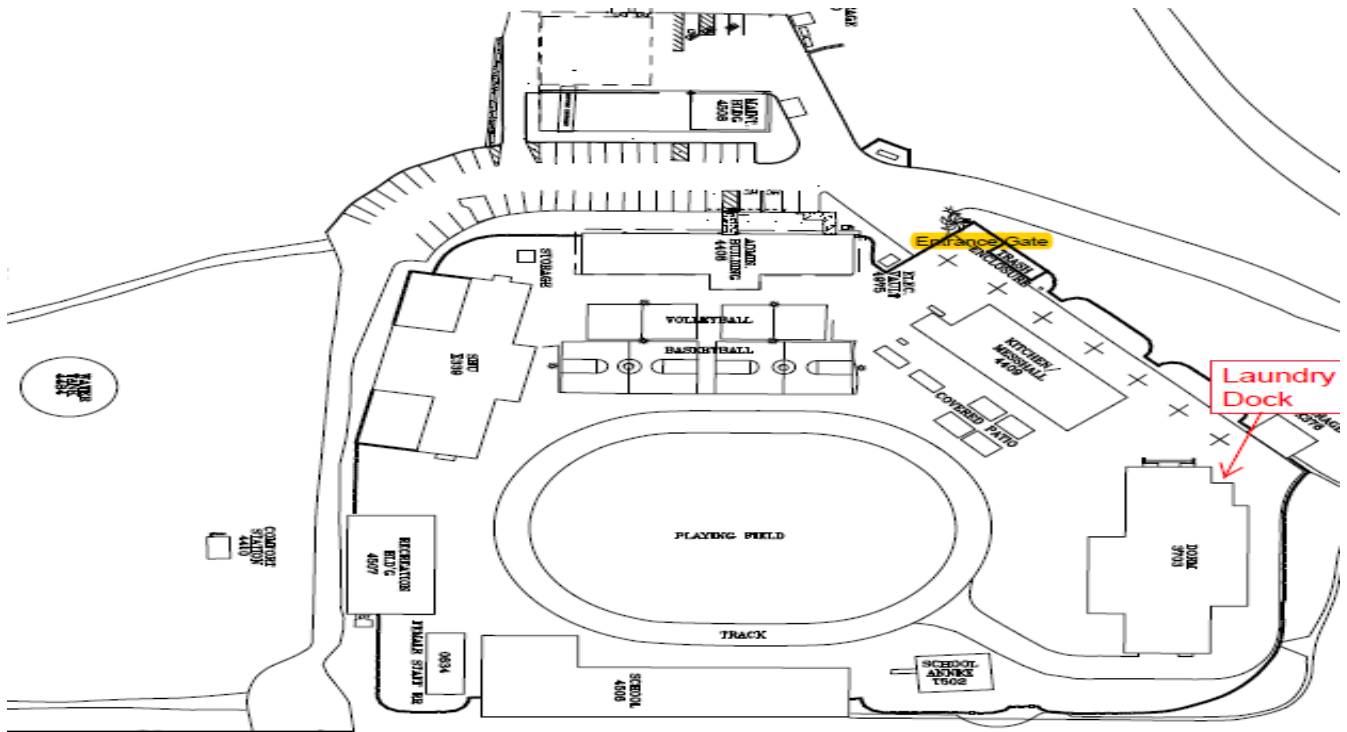
Monthly Meetings

To be held at:

LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP ROCKEY



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

CAMP ROCKEY



**DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

DOROTHY KIRBY CENTER

1. INTRODUCTION

Dorothy Kirby Center is a secure, coeducational treatment center located on approximately 79,146 gross square feet with an administration building, school facility, kitchen, dining area, gymnasium and swimming pool. It also has group cottages with an overall capacity of 60 boys and 40 girls. Minors between the ages of 12 and 18 are placed at Kirby Center based on their needs for intensive psychological counseling during confinement.

2. FACILITY INFORMATION

Probation Camp Facility	Dorothy Kirby Center
Address	1500 South Mc Donnell Avenue Commerce, CA 90022
Scheduled Pick-Up/Delivery Time	7:00 a.m. – 3:00 p.m.
Days of Week	Monday, Wednesday, Friday
Surgical Volume	Not Applicable
Non-surgical Volume	46,500 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	46,500 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|-----------------|-----------------------|-------------------------|
| Polo Shirts | Boxers | Blankets - Wool |
| Pants | Girls Briefs | Blankets - Cotton |
| T-Shirts | Sports Bras | Bed Spreads |
| Jackets | Nightgowns | Bed Sheets |
| Sweat Shirts | Bath Robes | Pillow Cases |
| Sweat Pants | Socks | Wash Cloths |
| Thermal Tops | Cook Uniform Shirts | Towels |
| Thermal Bottoms | Cook Uniform Pants | Transportation Clothing |
| Shorts | Culinary Jackets | Aprons |
| Bathing Suits | Kitchen Patrol Shirts | Kitchen Patrol Pants |

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
 LAUNDRY SERVICES
 FACILITY SPECIFICATION SHEET

DOROTHY KIRBY CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

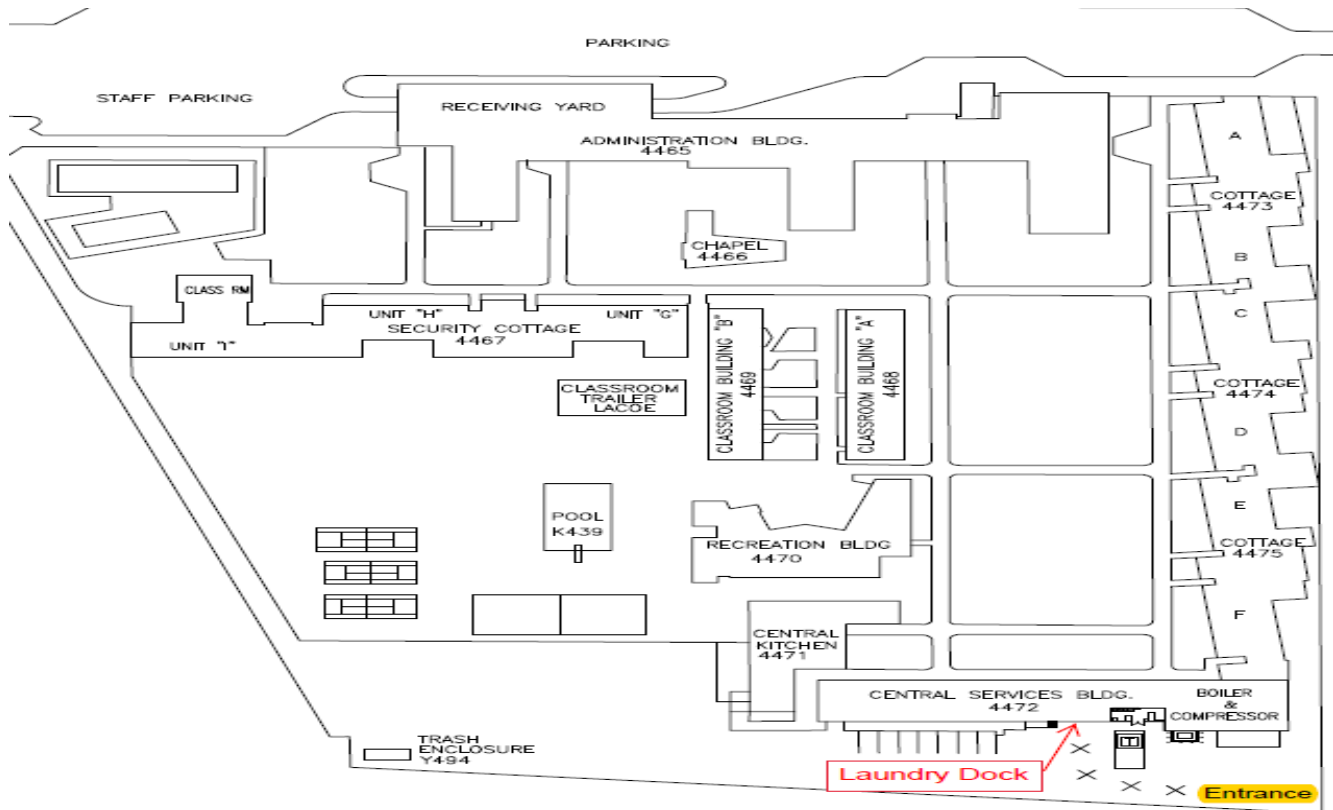
Special Operational Requirements
<p>Two Contractor’s laundry bins shall be left at Dorothy Kirby Center for loading of soiled linen and then removed during the next delivery of clean linen items.</p> <p>All vehicles entering the Los Angeles County institutions/facilities are subject to a search of their vehicle and property to the degree necessary to ensure institution/facility security and prevent the introduction of contraband.</p> <p>Any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any Probation facility, (1) Any controlled substance, any firearm, weapon or explosive of any kind, shall be punished by imprisonment in a county jail for not more than one year, or by imprisonment in a state prison. (2) Any alcoholic beverage shall be guilty of a misdemeanor. (Welfare and Institution Code 871.35)</p>

5. MONTHLY MEETINGS

Monthly Meetings
<p>To be held at:</p> <p>LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.</p>

DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
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DOROTHY KIRBY CENTER



DEPARTMENT OF PROBATION – COUNTY OF LOS ANGELES
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DOROTHY KIRBY CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

EDWARD R. ROYBAL COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

The Edward R. Roybal Comprehensive Health Center (Roybal CHC) provides outpatient, primary and specialty care services. Roybal CHC specialty clinics offer clinical training for medical students, residents, and fellows, in addition to serving as the venue for the direct-patient care service provided by attending physicians from LAC+USC and the Keck School of Medicine of USC.

2. FACILITY INFORMATION

DHS Facility	Edward R. Roybal Comprehensive Health Center
Address	245 South Fetterly Avenue Los Angeles, CA 90022 Delivery Loading Dock Address: 222 South Mednick Avenue Los Angeles, CA 90022
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	1,200 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	1,200 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Blankets	Pillow Cases	Soiled Linens
Cubicle Curtains	Micro Fiber Pads	Spin Pads
Custodial Uniforms	Mop Heads	Towels
Doctor's/Lab Coats	Rags	Window Drapes
Gowns	Sheets	

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

EDWARD R. ROYBAL COMPREHENSIVE HEALTH CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

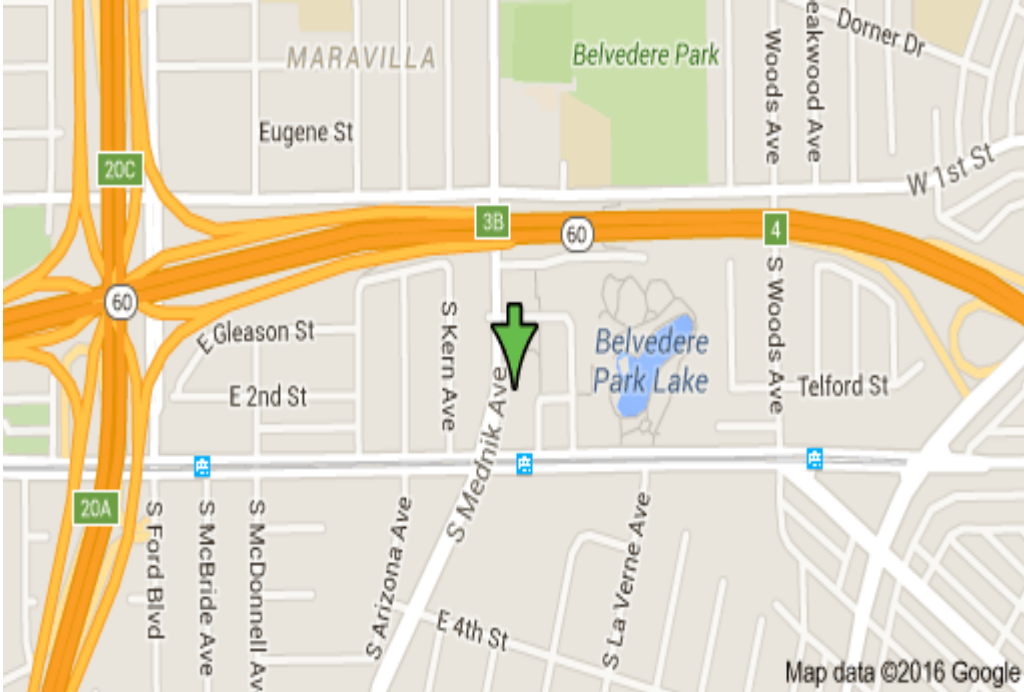
Monthly Meetings

To be held at:

LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
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EDWARD R. ROYBAL COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

EDWARD R. ROYBAL COMPREHENSIVE HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

EL MONTE COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

The El Monte Comprehensive Health Center (El Monte CHC) provides clinic services to a variety of patients. El Monte CHC also provides pharmacy, laboratory, x-ray, health education, and mental health services.

2. FACILITY INFORMATION

DHS Facility	El Monte Comprehensive Health Center
Address	10953 Ramona Boulevard El Monte, CA 91731
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	800 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	800 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Doctor’s Lab Coats
Gowns

Scrub Pants

Shirts

4. SPECIAL OPERATIONAL REQUIREMENTS

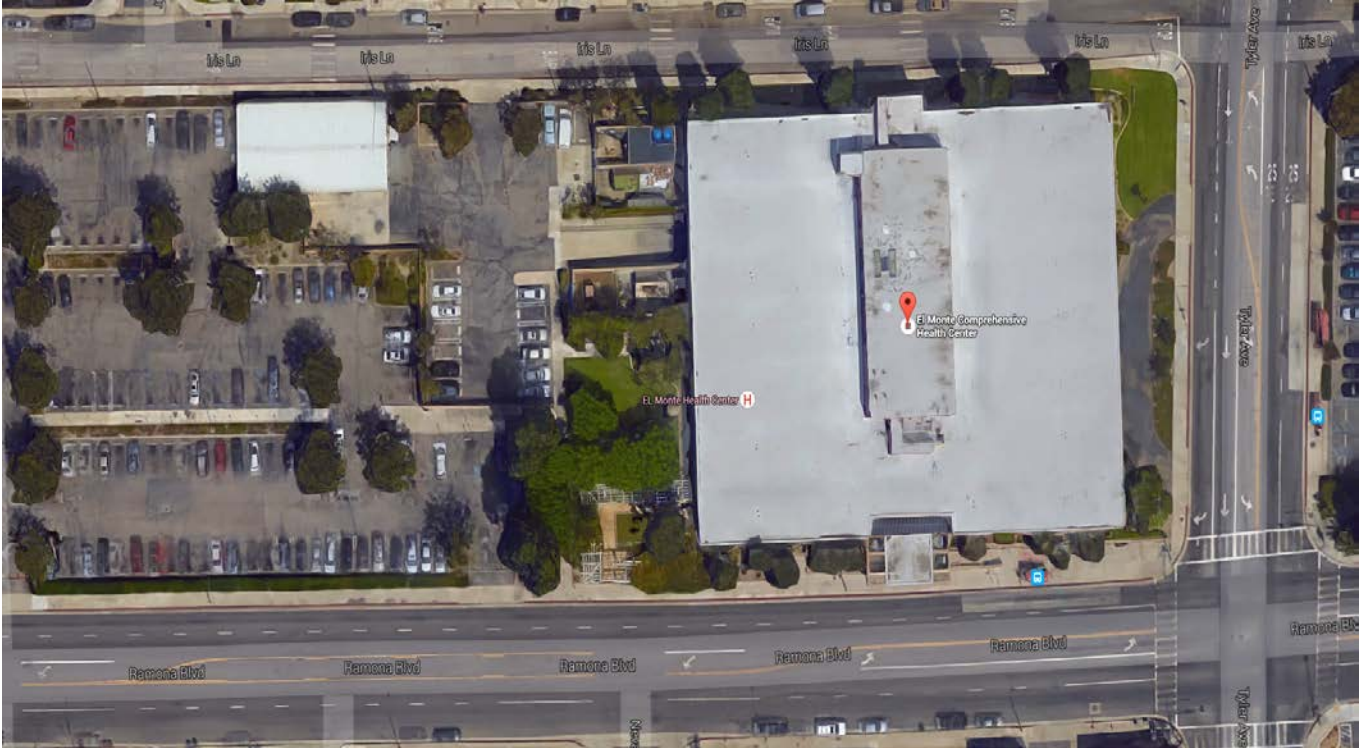
Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
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EL MONTE COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

EL MONTE COMPREHENSIVE HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

H. Claude Hudson Comprehensive Health Center (Hudson CHC) provides primary care services for children and adults.

2. FACILITY INFORMATION

DHS Facility	H. Claude Hudson Comprehensive Health Center
Address	2829 South Grand Avenue Los Angeles, CA 90007
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	200 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	200 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Cubicle Curtains	Mop Heads	Rags
Micro Fiber Pads		

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

H. CLAUDE HUDSON COMPREHENSIVE HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

HUBERT H. HUMPHREY COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

Hubert H. Humphrey Comprehensive Health Center (Humphrey CHC) provides primary and urgent care services for children and adults. Humphrey CHC offers specialty care services in ophthalmology, dermatology, physical therapy, and behavioral health.

2. FACILITY INFORMATION

DHS Facility	Hubert H. Humphrey Comprehensive Health Center
Address	5850 South Main Street Los Angeles, CA 90003
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Monday - Friday
Surgical linen (Monthly Poundage)	Not Applicable
Non-surgical linen (Monthly Poundage)	400 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	400 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

- | | | |
|------------------|--------------|---------------|
| Blue Rags | Mop Heads | Uniforms |
| Cubicle Curtains | Soiled Linen | Window Drapes |
| Lab Coats | Spin Pads | |
| Micro Fiber Pads | | |

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements
If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

HUBERT H. HUMPHREY COMPREHENSIVE HEALTH CENTER

5. MONTHLY MEETINGS

Monthly Meetings
To be held at: LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

HUBERT H. HUMPHREY COMPREHENSIVE HEALTH CENTER



<https://www.google.com/maps/@33.9878473,-118.27005313a,20y,270h,41.68l/data=!3m1!1e3!5m1!1e1>

1/1

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

HUBERT H. HUMPHREY COMPREHENSIVE HEALTH CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LAC+USC MEDICAL CENTER

1. INTRODUCTION

LAC+USC Medical Center (LAC+USC MC) provides emergency, inpatient, and outpatient services which include medical, surgical, emergency, obstetrical, gynecological, and pediatric services. LAC+USC MC is affiliated with the Keck School of Medicine of the University of Southern California (USC) and the Los Angeles County College of Nursing and Allied Health. LAC+USC MC operates special units including a Burn Center, a Level III Neonatal Intensive Care Unit, and a Level One Trauma Center.

2. FACILITY INFORMATION

DHS Facility	LAC + USC Medical Center (Region 4 Lead Facility)
Address	2051 Marengo Street Los Angeles, CA 90033
Scheduled Pick-Up/Delivery Time	5:00 a.m. – 6:30 a.m., Monday – Friday 12:00 p.m. – 1:30 p.m., Monday – Saturday 10:00 a.m. – 11:30 a.m., Saturday & Sunday
Days of Week	Monday-Sunday (see above)
Surgical linen (Monthly Poundage)	49,200 lbs. per month
Non-surgical linen (Monthly Poundage)	250,800 lbs. per month
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	300,000 lbs. per month

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Doctor Pants	Pillow Slips (Surgery)	Towels
Doctor Shirts	Sheets (Surgery)	

B. Non-Surgical linen

Bed Pads	Lab Coats	Shampoo Pads
Bib Aprons	Laundry Bags	Sheets
Blankets	Mops	Shirts
Cleaning Cloths	Nurses Pants	Table Linens
Cubicle Curtains	Nurses Shirts	Tops (volunteers)
Diapers	Pads, Geri	Towels
Dish Towels	Pajamas Pants	Rags (per pound)
Dresses (nurses)	Pajama Tops	Uniform Shirts
Gowns	Pillow Slips	Uniform Pants
Jackets (warm-up)	Pillowcases (hyperbaric)	Washcloths

**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LAC+USC MEDICAL CENTER

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

Due to the large volume of linen items, one Contractor’s exchange trailer shall be left at LAC+USC MC for loading of soiled linen and then removed during the next delivery of clean linen items.

5. MONTHLY MEETINGS

Monthly Meetings

To be held at:

LAC+USC Medical Center, 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET
LAC+USC MEDICAL CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LAC+USC MEDICAL CENTER



**DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET**

LA PUENTE COMPREHENSIVE HEALTH CENTER

1. INTRODUCTION

The La Puente Health Center (La Puente HC) provides primary care services for children and adults. Services include pediatrics, adult medicine, prenatal care, family planning, and immunizations.

2. FACILITY INFORMATION

DHS Facility	La Puente Health Center
Address	15930 Central Avenue La Puente, CA 91744
Scheduled Pick-Up/Delivery Time	8:00 a.m. – 12:00 p.m.
Days of Week	Thursdays
Surgical linen (Monthly Poundage)	0 lbs
Non-surgical linen (Monthly Poundage)	20 lbs.
Total Monthly Poundage of Linen (Total Monthly Poundage of Linen based on historical data.)	20 lbs.

3. TYPES OF LINEN (Including but not limited to the following items):

A. Surgical linen

Not Applicable

B. Non-Surgical linen

Doctor's Lab Coats

Gowns

4. SPECIAL OPERATIONAL REQUIREMENTS

Special Operational Requirements

If the pick-up and delivery of linen is scheduled on a County holiday, the Contractor shall pick-up and deliver linen on the next business day.

5. MONTHLY MEETINGS

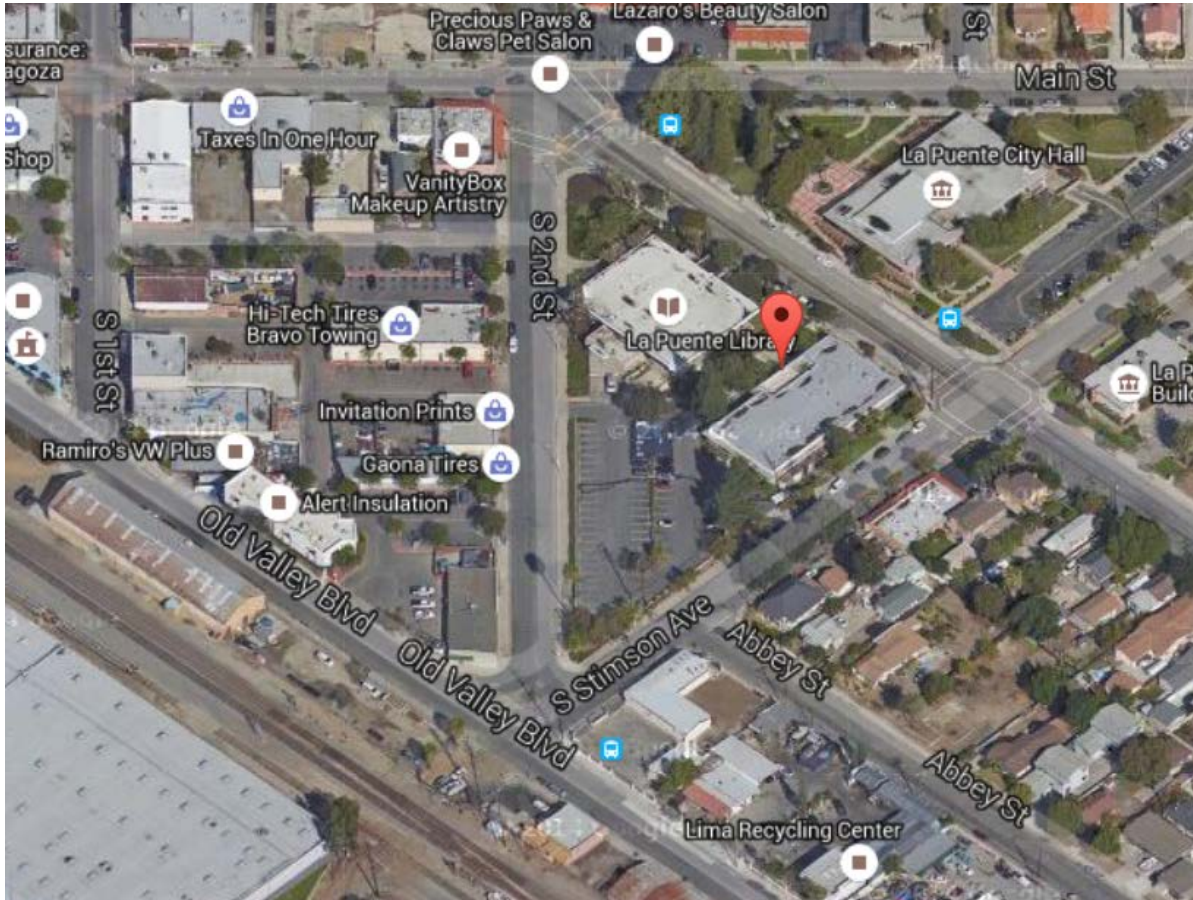
Monthly Meetings

To be held at:

LAC+USC Medical Center 2051 Marengo Street, Los Angeles, CA 90033.

DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LA PUENTE COMPREHENSIVE HEALTH CENTER



DEPARTMENT OF HEALTH SERVICES – COUNTY OF LOS ANGELES
LAUNDRY SERVICES
FACILITY SPECIFICATION SHEET

LA PUENTE HEALTH CENTER



EXHIBIT C - TECHNICAL EXHIBITS ADMINISTRATIVE

TABLE OF CONTENTS

Exhibit

C-A-1 Contractor Discrepancy Report

C-A-2 Performance Requirements Summary (PRS) Chart

CONTRACTOR DISCREPANCY REPORT

TO: _____

FROM: _____

DATES: Prepared: _____

Returned by Contractor: _____

Action Completed: _____

DISCREPANCY PROBLEMS: _____

_____	_____
Signature of County Representative	Date

CONTRACTOR RESPONSE (Cause and Corrective Action): _____

_____	_____
Signature of Contractor Representative	Date

COUNTY EVALUATION OF CONTRACTOR RESPONSE: _____

_____	_____
Signature of Contractor Representative	Date

COUNTY ACTIONS: _____

CONTRACTOR NOTIFIED OF ACTION:

County Representative's Signature and Date _____

Contractor Representative's Signature and Date _____

PERFORMANCE REQUIREMENTS SUMMARY (PRS) CHART

SPECIFIC PERFORMANCE REFERENCE	SERVICE	MONITORING METHOD	DEDUCTIONS/FEEES TO BE ASSESSED
Agreement: Sub-paragraph 8.46 – Subcontracting	The Contractor shall obtain County's written approval prior to subcontracting any work.	Inspection & Observation	\$500 per occurrence; possible termination for default.
Statement of Work, Exhibit A, Paragraph 2.0, Linen Control, Sub-Paragraph 2.1	The Contractor shall provide pick-up and delivery in accordance with the schedules on Appendix C, Technical Exhibits.	Inspection & Observation	\$100 per occurrence, after two (2) documented occurrences of any deviation from required schedules.
Statement of Work, Exhibit A, Paragraph 2.0, Linen Control, Sub-Paragraph 2.2	Linen items shall be processed and delivered in sanitized linen carts and received in ready to use condition.	Inspection & Observation	\$100 per occurrence, after two (2) documented occurrences of any deviation from the required specifications.
Statement of Work, Exhibit A, Paragraph 2.0, Linen Control, Sub-Paragraph 2.7, Finishing	The Contractor shall sort linen which is folded, bagged, or tied into bundles according to classification prior to return to each facility.	Inspection & Observation	\$50 per occurrence, after two (2) documented occurrences of any deviation from required specifications.
Statement of Work, Exhibit A, Paragraph 2.0, Linen Control, Sub-Paragraph 2.11, New Linen Processing	The Contractor shall wash new linen items and/or pick up, wash, and deliver new linen items to another location as requested by each facility.	Inspection & Observation	\$50 per occurrence, after two (2) documented occurrences of any deviation from required specifications.
Statement of Work: Paragraph 8.0 – Quality Assurance Plan, Monthly Meetings	The Contractor's Project Manager shall attend a monthly meeting.	Attendance	\$50 per each absence from any regularly scheduled monthly meeting.
Statement of Work: Paragraph 10.0 -Responsibilities of Contractor, Sub-Paragraph 10.1.5	The Contractor's Project Manager shall attend all meetings required by the County in the event of an emergency.	Attendance	\$500 per each absence from any emergency meeting.

CONTRACTOR'S EEO CERTIFICATION

 Contractor Name

 Address

 Internal Revenue Service Employer Identification Number

GENERAL CERTIFICATION

In accordance with Section 4.32.010 of the Code of the County of Los Angeles, the contractor, supplier, or vendor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all anti-discrimination laws of the United States of America and the State of California.

CONTRACTOR'S SPECIFIC CERTIFICATIONS

- | | | |
|--|------------------------------|-----------------------------|
| 1. The Contractor has a written policy statement prohibiting discrimination in all phases of employment. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. The Contractor periodically conducts a self analysis or utilization analysis of its work force. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 3. The Contractor has a system for determining if its employment practices are discriminatory against protected groups. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4. Where problem areas are identified in employment practices, the Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

 Authorized Official's Printed Name and Title

 Authorized Official's Signature

 Date

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 1

FACILITY: Camp Gonzales

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East, Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs
Title: Services Director
Address: 5300 West Ave. I, Lancaster, CA 93536
Telephone: (661) 940-4217 Facsimile: N/A
E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Chandima Liyanage
Title: Camp Services Manager
Address: 1301 N. Las Virgenes Rd., Calabasas, CA 91302
Telephone: (818) 222-1192 x2505 Facsimile: N/A
E-Mail Address: chandima.liyanage@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero
Title: Accounting Officer II
Address: 9150 E. Imperial Hwy., Downey, CA 90242
Telephone: (562) 940-2779 Facsimile: N/A
E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 1

FACILITY: Camp Scott

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Marie Godby

Title: General Services Manager I

Address: 28700 N. Bouquet Canyon Rd., Santa Clarita, CA 91390

Telephone: (661) 296-8811 x3455 Facsimile: N/A

E-Mail Address: marie.godby@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 1

FACILITY: Camp Scudder

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov**FACILITY'S PROJECT MANAGER:**

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov**FACILITY'S PROJECT MONITOR:**

Name: Marie Godby

Title: General Services Manager I

Address: 28750 N. Bouquet Canyon Rd., Santa Clarita, CA 91390

Telephone: (661) 296-8811 x3455 Facsimile: N/A

E-Mail Address: marie.godby@probation.lacounty.gov**All invoices under this Agreement shall be submitted to the following:**

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 1
FACILITY: Glendale Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

FACILITY'S PROJECT MONITOR:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

All invoices under this Agreement shall be submitted to the following:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
Email Address:

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 1
FACILITY: Mid-Valley Comprehensive Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

FACILITY'S PROJECT MONITOR:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

All invoices under this Agreement shall be submitted to the following:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
Email Address:

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 1
FACILITY: Olive View-UCLA Medical Center
(This Facility is the Lead for Region 1)
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER (Lead for Region 1):

Name: Lois Ramirez
Title: Assistant Hospital Administrator
Address: 14445 Olive View Dr., Sylmar, CA 91342
Telephone: (818) 364-3001 Facsimile: (818) 364-3011
E-Mail Address: loramirez@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: MD Waddud
Title: Linen Room Supervisor
Address: 14445 Olive View Dr., Sylmar, CA 91342
Telephone: (818) 364-4771 Facsimile: N/A
E-Mail Address: wadud@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Rafael Salazar
Title: Head, Budget/Financial Planning
Address: 14445 Olive View Dr., Sylmar, CA 91342
Telephone: (818) 364-3426 Facsimile: (818) 898-8611
E-Mail Address: rsalazar@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 1
FACILITY: San Fernando Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

FACILITY'S PROJECT MONITOR:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
E-Mail Address:

All invoices under this Agreement shall be submitted to the following:

Name: TO BE DETERMINED
Title:
Address:
Telephone: Facsimile:
Email Address:

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 2
FACILITY: Antelope Valley Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Stacey Richardson
Title: Service Unit Manager II
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4210 Facsimile: N/A
E-Mail Address: strichardson@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sherri Williams
Title: Linen Room Supervisor I
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4986 Facsimile: N/A
E-Mail Address: SWilliams8@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Deborah Grout
Title: Health Care Financial Analyst
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4263 Facsimile: N/A
E-Mail Address: dgrout@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 2
FACILITY: Antelope Valley Rehabilitation Center
DEPARTMENT: Public Health

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Robert Brady
Title: Acting Chief of Operations
Address: 30500 Arrastre Canyon Rd., Acton, CA 93510
Telephone: (661) 223-8888 Facsimile: (661) 269-2836
E-Mail Address: rbrady@ph.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Shirley Shelby
Title: Institutional Services Supervisor
Address: 30500 Arrastre Canyon Rd., Acton, CA 93510
Telephone: (661) 223-8827 Facsimile: (661) 269-2836
E-Mail Address: sshelby@ph.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Antelope Valley Rehabilitation Centers, Christopher Bunn
Title: Procurement Assistant I
Address: 30500 Arrastre Canyon Rd., Acton, CA 93510
Telephone: (661) 223-8776 Facsimile: (661) 269-2596
E-Mail Address: cbunn@ph.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 2

FACILITY: Camp Mendenhall

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Jeffrey Bouchillon

Title: General Services Manager I

Address: 42230 N. Lake Hughes Rd., Lake Hughes, CA 93532

Telephone: (661) 724-2130 Facsimile: N/A

E-Mail Address: jeff.bouchillon@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 2
FACILITY: High Desert Regional Health Center
(This Facility is the Lead for Region 2)
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER (Lead for Region 2):

Name: Stacey Richardson
Title: Service Unit Manager II
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4210 Facsimile: N/A
E-Mail Address: strichardson@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sherri Williams
Title: Linen Room Supervisor I
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4986 Facsimile: N/A
E-Mail Address: SWilliams8@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Deborah Grout
Title: Health Care Financial Analyst
Address: 335 East Avenue I, Lancaster, CA 93535
Telephone: (661) 471-4263 Facsimile: N/A
E-Mail Address: dgrout@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 2

FACILITY: Lake Los Angeles Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov**FACILITY'S PROJECT MANAGER:**

Name: Stacey Richardson

Title: Service Unit Manager II

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4210 Facsimile: N/A

E-Mail Address: strichardson@dhs.lacounty.gov**FACILITY'S PROJECT MONITOR:**

Name: Sherri Williams

Title: Linen Room Supervisor I

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4986 Facsimile: N/A

E-Mail Address: SWilliams8@dhs.lacounty.gov**All invoices under this Agreement shall be submitted to the following:**

Name: Deborah Grout

Title: Health Care Financial Analyst

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4263 Facsimile: N/A

E-Mail Address: dgrout@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 2

FACILITY: Littlerock Health Clinic

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Stacey Richardson

Title: Service Unit Manager II

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4210 Facsimile: N/A

E-Mail Address: strichardson@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sherri Williams

Title: Linen Room Supervisor I

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4986 Facsimile: N/A

E-Mail Address: SWilliams8@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Deborah Grout

Title: Health Care Financial Analyst

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4263 Facsimile: N/A

E-Mail Address: dgrout@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 2

FACILITY: South Valley Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Stacey Richardson

Title: Service Unit Manager II

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4210 Facsimile: N/A

E-Mail Address: strichardson@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sherri Williams

Title: Linen Room Supervisor I

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4986 Facsimile: N/A

E-Mail Address: SWilliams8@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Deborah Grout

Title: Health Care Financial Analyst

Address: 335 East Avenue I, Lancaster, CA 93535

Telephone: (661) 471-4263 Facsimile: N/A

E-Mail Address: dgrout@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 3

FACILITY: Bellflower Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Vanesa Garcia

Title: Administrative Clinic Manager

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2313 Facsimile: (562) 599-8358

E-Mail Address: vagarcia@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Ruben Mendoza

Title: Head Clerk, Administration

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2319 Facsimile: (562) 599-8358

E-Mail Address: rumendoza@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Thuy Banh

Title: Assistant Administrator, CHC

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: 562-753-2312 Facsimile: 562-599-8358

Email Address: thbanh@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 3

FACILITY: Harbor-UCLA Medical Center

(This Facility is the Lead for Region 3)

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER (Lead for Region 3):

Name: Francisco Rea
Title: Medical Center Material Manager
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3360 Facsimile: N/A
E-Mail Address: frea@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sivanoli Sellathurai
Title: Linen Room Supervisor III
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3395 Facsimile: N/A
E-Mail Address: Ssellathurai@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Sivanoli Sellathurai
Title: Linen Room Supervisor III
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3395 Facsimile: N/A
E-Mail Address: Ssellathurai@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 3

FACILITY: Long Beach Comprehensive Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Vanesa Garcia

Title: Administrative Clinic Manager

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2313 Facsimile: (562) 599-8358

E-Mail Address: vagarcia@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Ruben Mendoza

Title: Head Clerk, Administration

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2319 Facsimile: (562) 599-8358

E-Mail Address: rumendoza@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Thuy Banh

Title: Assistant Administrator, CHC

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562)753-2312 Facsimile: (562) 599-8358

Email Address: thbanh@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 3
FACILITY: Martin Luther King, Jr. Outpatient Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

Name: Francisco Rea
Title: Medical Center Material Manager
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3360 Facsimile: N/A
E-Mail Address: frea@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Sivanoli Sellathurai
Title: Linen Room Supervisor III
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3395 Facsimile: N/A
E-Mail Address: Ssellathurai@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Sivanoli Sellathurai
Title: Linen Room Supervisor III
Address: 1000 W. Carson St., Torrance, CA 90502
Telephone: (310) 222-3395 Facsimile: N/A
E-Mail Address: Ssellathurai@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 3

FACILITY: Wilmington Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East

Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Vanesa Garcia

Title: Administrative Clinic Manager

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2313 Facsimile: (562) 599-8358

E-Mail Address: vagarcia@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Ruben Mendoza

Title: Head Clerk, Administration

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562) 753-2319 Facsimile: (562) 599-8358

E-Mail Address: rumendoza@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Thuy Banh

Title: Assistant Administrator, CHC

Address: 1333 Chestnut Ave. Long Beach 90813

Telephone: (562)753-2312 Facsimile: (562) 599-8358

Email Address: thbanh@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 3
FACILITY: Augustus Hawkins Mental Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:
(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Allan Gerber
Title: Manager II, Facilities Operations and Crafts
Address: 1200 N. State St., Los Angeles, CA 90033
Telephone: (323) 226-3039 Facsimile: (323) 441-8047
E-Mail Address: agerber@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Leonor Bango
Title: Facility Administrator
Address: 1729 E. 120th Street, Los Angeles, CA 90059
Telephone: (424) 338-2400 Facsimile: (310) 668-2011
E-Mail Address: lbango@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Josefina De Alba
Title: Laundry Coordinator
Address: 2053 Marengo St., Los Angeles, CA 90033
Telephone: (323) 409-6632 Facsimile: (323) 441-8047
E-Mail Address: jdealba@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Camp Afflerbaugh

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Andre Clausell

Title: General Services Manager I

Address: 6631 N. Stephens Ranch Rd., La Verne, CA 91750

Telephone: (909) 971-6363 Facsimile: N/A

E-Mail Address: andre.clausell@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Camp Paige

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Andre Clausell

Title: General Services Manager I

Address: 6601 N. Stephens Ranch Rd., La Verne, CA 91750

Telephone: (909) 971-6363 Facsimile: N/A

E-Mail Address: andre.clausell@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Camp Rockey

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov**FACILITY'S PROJECT MANAGER:**

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov**FACILITY'S PROJECT MONITOR:**

Name: Alfonso Avila, Jr.

Title: Camp Services Manager

Address: 1900 N. Sycamore Canyon Rd., San Dimas, CA 91773

Telephone: (909) 929-6037 Facsimile: N/A

E-Mail Address: alfonso.avila@probation.lacounty.gov**All invoices under this Agreement shall be submitted to the following:**

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Dorothy Kirby Center

DEPARTMENT: Probation

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name:Carolynn Briggs

Title: Services Director

Address: 5300 West Ave. I, Lancaster, CA 93536

Telephone: (661) 940-4217 Facsimile: N/A

E-Mail Address: carolynn.briggs@probation.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Krystal Valdez

Title: Camp Services Manager

Address: 1500 S. McDonnell Ave., Commerce, CA 90040

Telephone: (323) 981-4343 Facsimile: N/A

E-Mail Address: krys.valdez@probation.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Accounts Payable, Susana Guerrero

Title: Accounting Officer II

Address: 9150 E. Imperial Hwy., Downey, CA 90242

Telephone: (562) 940-2779 Facsimile: N/A

E-Mail Address: susana.guerrero@probation.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Edward R. Roybal Comprehensive Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Gregory Roybal

Title: Administrator and Medical Director

Address: 245 S. Fetterly Ave, Los Angeles, CA 90022

Telephone: (323) 362-1401 Facsimile: (323) 264-3771

E-Mail Address: gmroybal@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Hortensia Gutierrez

Title: Safety Officer

Address: 245 S. Fetterly Ave, Los Angeles, CA 90022

Telephone: (323) 362-1408 Facsimile: (323) 264-3771

E-Mail Address: HGutierrez@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Rosemary Llamas

Title: Administrative Support

Address: 245 S. Fetterly Ave, Los Angeles, CA 90022

Telephone: (323) 362-1401 Facsimile: (323) 264-3771

Email Address: rollamas@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____
REGION: 4
FACILITY: El Monte Comprehensive Health Center
DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Ernest P. Espinoza
Title: Administrator, Comprehensive Health Center
Address: 10953 Ramona Bl. El Monte, CA 91731
Telephone: (626) 434-2800 Facsimile: (626) 279-2533
E-Mail Address: eespinoza@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Israel Castellanos
Title: Staff Assistant I
Address: 10953 Ramona Bl. El Monte, CA 91731
Telephone: (626) 434-2820 Facsimile: (626) 279-2533
E-Mail Address: icastellanos@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: LAC-USC Expenditure Management
Title: N/A
Address: PO Box 861749, Los Angeles, CA 90086-6001
Telephone: 323-226-6527 Facsimile: N/A
Email Address: N/A

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: H. Claude Hudson Comprehensive Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: TO BE DETERMINED

Title:

Address:

Telephone: Facsimile:

E-Mail Address:

FACILITY'S PROJECT MONITOR:

Name: TO BE DETERMINED

Title:

Address:

Telephone: Facsimile:

E-Mail Address:

All invoices under this Agreement shall be submitted to the following:

Name: TO BE DETERMINED

Title:

Address:

Telephone: Facsimile:

Email Address:

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: Hubert H. Humphrey Comprehensive Health Center

Department: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East

Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Jolynn Cooper

Title: Staff Assistant I

Address: 5850 S. Main Street, L.A. CA 90003

Telephone: (323) 897-6188 Facsimile: (323) 235-7020

E-Mail Address: jkcooper@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Irene Duckery-Wilder

Title: Office Dispatch

Address: 5850 S. Main Street, L.A. CA 90003

Telephone: (323) 897-6186 Facsimile: (323) 235-7020

E-Mail Address: iduckery@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Latasha Smith

Title: Administrative Support

Address: 5850 S. Main Street, L.A. CA 90003

Telephone: (323) 897-6363 Facsimile: (323) 846-4201

Email Address: Issmith@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: LAC+USC Medical Center

(This Facility is the Lead for Region 4)

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER (Lead for Region 4):

Name: Allan Gerber

Title: Manager II, Facilities Operations and Crafts

Address: 1200 N. State St., Los Angeles, CA 90033

Telephone: (323) 226-3039 Facsimile: (323) 441-8047

E-Mail Address: agerber@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Josefina De Alba

Title: Laundry Coordinator

Address: 2053 Marengo St., Los Angeles, CA 90033

Telephone: (323) 409-6632 Facsimile: (323) 441-8047

E-Mail Address: jdealba@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: Josefina De Alba

Title: Laundry Coordinator

Address: 2053 Marengo St., Los Angeles, CA 90033

Telephone: (323) 409-6632 Facsimile: (323) 441-8047

E-Mail Address: jdealba@dhs.lacounty.gov

COUNTY'S ADMINISTRATION

AGREEMENT NO. _____

REGION: 4

FACILITY: La Puente Health Center

DEPARTMENT: Health Services

COUNTY'S PROJECT DIRECTOR:

(and Recipient of Notices pursuant to Paragraph 8.39 Notices)

Name: Kathy K. Hanks

Title: Director, Contracts and Grants

Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012

Telephone: (213) 240-7819 Facsimile: (213) 250-2958

E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Ernest P. Espinoza

Title: Administrator, Comprehensive Health Center

Address: 10953 Ramona Bl. El Monte, CA 91731

Telephone: (626) 434-2800 Facsimile: (626) 279-2533

E-Mail Address: eespinoza@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Israel Castellanos

Title: Staff Assistant I

Address: 10953 Ramona Bl. El Monte, CA 91731

Telephone: (626) 434-2820 Facsimile: (626) 279-2533

E-Mail Address: icastellanos@dhs.lacounty.gov

All invoices under this Agreement shall be submitted to the following:

Name: LAC-USC Expenditure Management

Title: N/A

Address: PO Box 861749, Los Angeles, CA 90086-6001

Telephone: 323-226-6527 Facsimile: N/A

Email Address: N/A

CONTRACTOR'S ADMINISTRATION

CONTRACTOR'S NAME: Crothall Laundry Services, Inc.

AGREEMENT NO: _____

CONTRACTOR'S PROJECT MANAGER:

Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

E-Mail Address: _____

CONTRACTOR'S AUTHORIZED OFFICIAL(S)

Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

E-Mail Address: _____

Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

E-Mail Address: _____

Notices to Contractor shall be sent to the following:

Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

E-Mail Address: _____

CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

CONTRACTOR NAME _____ Agreement No. _____

GENERAL INFORMATION:

The Contractor referenced above has entered into an Agreement with the County of Los Angeles to provide certain services to the County. The County requires the Corporation to sign this Contractor Acknowledgement and Confidentiality Agreement.

CONTRACTOR ACKNOWLEDGEMENT:

Contractor understands and agrees that the Contractor employees, consultants, Outsourced Vendors and independent contractors (Contractor's Staff) that will provide services in the above referenced agreement are Contractor's sole responsibility. Contractor understands and agrees that Contractor's Staff must rely exclusively upon Contractor for payment of salary and any and all other benefits payable by virtue of Contractor's Staff's performance of work under the above-referenced contract.

Contractor understands and agrees that Contractor's Staff are not employees of the County of Los Angeles for any purpose whatsoever and that Contractor's Staff do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of performance of work under the above-referenced contract. Contractor understands and agrees that Contractor's Staff will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

CONFIDENTIALITY AGREEMENT:

Contractor and Contractor's Staff may be involved with work pertaining to services provided by the County of Los Angeles and, if so, Contractor and Contractor's Staff may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, Contractor and Contractor's Staff may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. Contractor and Contractor's Staff understand that if they are involved in County work, the County must ensure that Contractor and Contractor's Staff, will protect the confidentiality of such data and information. Consequently, Contractor must sign this Confidentiality Agreement as a condition of work to be provided by Contractor's Staff for the County.

Contractor and Contractor's Staff hereby agrees that they will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced Agreement between Contractor and the County of Los Angeles. Contractor and Contractor's Staff agree to forward all requests for the release of any data or information received to County's Project Manager.

Contractor and Contractor's Staff agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to Contractor and Contractor's Staff under the above-referenced contract. Contractor and Contractor's Staff agree to protect these confidential materials against disclosure to other than Contractor or County employees who have a need to know the information. Contractor and Contractor's Staff agree that if proprietary information supplied by other County vendors is provided during this employment, Contractor and Contractor's Staff shall keep such information confidential.

Contractor and Contractor's Staff agree to report any and all violations of this agreement by Contractor and Contractor's Staff and/or by any other person of whom Contractor and Contractor's Staff become aware.

Contractor and Contractor's Staff acknowledge that violation of this agreement may subject Contractor and Contractor's Staff to civil and/or criminal action and that the County of Los Angeles may seek all possible legal redress.

SIGNATURE: _____

DATE: ____/____/____

PRINTED NAME: _____

POSITION: _____

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

2.203.010 Findings.

The board of supervisors makes the following findings. The county of Los Angeles allows its permanent, full-time employees unlimited jury service at their regular pay. Unfortunately, many businesses do not offer or are reducing or even eliminating compensation to employees who serve on juries. This creates a potential financial hardship for employees who do not receive their pay when called to jury service, and those employees often seek to be excused from having to serve. Although changes in the court rules make it more difficult to excuse a potential juror on grounds of financial hardship, potential jurors continue to be excused on this basis, especially from longer trials. This reduces the number of potential jurors and increases the burden on those employers, such as the county of Los Angeles, who pay their permanent, full-time employees while on juror duty. For these reasons, the county of Los Angeles has determined that it is appropriate to require that the businesses with which the county contracts possess reasonable jury service policies. (Ord. 2002-0015 § 1 (part), 2002)

2.203.020 Definitions.

The following definitions shall be applicable to this chapter:

- A. "Contractor" means a person, partnership, corporation or other entity which has a contract with the county or a subcontract with a county contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more such contracts or subcontracts.
- B. "Employee" means any California resident who is a full-time employee of a contractor under the laws of California.
- C. "Contract" means any agreement to provide goods to, or perform services for or on behalf of, the county but does not include:
 - 1. A contract where the board finds that special circumstances exist that justify a waiver of the requirements of this chapter; or
 - 2. A contract where federal or state law or a condition of a federal or state program mandates the use of a particular contractor; or
 - 3. A purchase made through a state or federal contract; or
 - 4. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, or reseller, and must match and inter-member with existing supplies, equipment or systems maintained by the county pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-3700 or a successor provision; or
 - 5. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, Section 4.4.0 or a successor provision; or
 - 6. A purchase card purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section P-2810 or a successor provision; or
 - 7. A non-agreement purchase with a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section A-0300 or a successor provision; or

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

8. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, Section PP-1100 or a successor provision.
- D. "Full time" means 40 hours or more worked per week, or a lesser number of hours if:
1. The lesser number is a recognized industry standard as determined by the chief administrative officer, or
 2. The contractor has a long-standing practice that defines the lesser number of hours as full time.
- E. "County" means the county of Los Angeles or any public entities for which the board of supervisors is the governing body. (Ord. 2002-0040 § 1, 2002: Ord. 2002-0015 § 1 (part), 2002)

2.203.030 Applicability.

This chapter shall apply to contractors who enter into contracts that commence after July 11, 2002. This chapter shall also apply to contractors with existing contracts which are extended into option years that commence after July 11, 2002. Contracts that commence after May 28, 2002, but before July 11, 2002, shall be subject to the provisions of this chapter only if the solicitations for such contracts stated that the chapter would be applicable. (Ord. 2002-0040 § 2, 2002: Ord. 2002-0015 § 1 (part), 2002)

2.203.040 Contractor Jury Service Policy.

A contractor shall have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employees' regular pay the fees received for jury service. (Ord. 2002-0015 § 1 (part), 2002)

2.203.050 Other Provisions.

- A. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue interpretations of the provisions of this chapter and shall issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.
- B. Compliance Certification. At the time of seeking a contract, a contractor shall certify to the county that it has and adheres to a policy consistent with this chapter or will have and adhere to such a policy prior to award of the contract. (Ord. 2002-0015 § 1 (part), 2002)

2.203.060 Enforcement and Remedies.

For a contractor's violation of any provision of this chapter, the county department head responsible for administering the contract may do one or more of the following:

1. Recommend to the board of supervisors the termination of the contract; and/or,
2. Pursuant to chapter 2.202, seek the debarment of the contractor. (Ord. 2002-0015 § 1 (part), 2002)

Title 2 ADMINISTRATION
Chapter 2.203.010 through 2.203.090
CONTRACTOR EMPLOYEE JURY SERVICE

2.203.070. Exceptions.

- A. Other Laws. This chapter shall not be interpreted or applied to any contractor or to any employee in a manner inconsistent with the laws of the United States or California.
- B. Collective Bargaining Agreements. This chapter shall be superseded by a collective bargaining agreement that expressly so provides.
- C. Small Business. This chapter shall not be applied to any contractor that meets all of the following:
 - 1. Has ten or fewer employees during the contract period; and,
 - 2. Has annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, are less than \$500,000; and,
 - 3. Is not an affiliate or subsidiary of a business dominant in its field of operation.

“Dominant in its field of operation” means having more than ten employees and annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, exceed \$500,000.

“Affiliate or subsidiary of a business dominant in its field of operation” means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation. (Ord. 2002-0015 § 1 (part), 2002)

2.203.090. Severability.

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. 2002-0015 § 1 (part), 2002)

SAFELY SURRENDERED BABY LAW

Safely Surrendered



No shame. No blame. No names.

In Los Angeles County: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org



Safely Surrendered Baby Law

What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents or other persons, with lawful custody, which means anyone to whom the parent has given permission to confidentially surrender a baby. As long as the baby is three days (72 hours) of age or younger and has not been abused or neglected, the baby may be surrendered without fear of arrest or prosecution.

How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially, and safely surrender a baby within three days (72 hours) of birth. The baby must be handed to an employee at a hospital or fire station in Los Angeles County. As long as the baby shows no sign of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, staff will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent or other surrendering adult.

What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

Can only a parent bring in the baby?

No. While in most cases a parent will bring in the baby, the Law allows other people to bring in the baby if they have lawful custody.

Does the parent or surrendering adult have to call before bringing in the baby?

No. A parent or surrendering adult can bring in a baby anytime, 24 hours a day, 7 days a week, as long as the parent or surrendering adult surrenders the baby to someone who works at the hospital or fire station.

Does the parent or surrendering adult have to tell anything to the people taking the baby?

No. However, hospital or fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the baby. The questionnaire includes a stamped return envelope and can be sent in at a later time.

What happens to the baby?

The baby will be examined and given medical treatment. Upon release from the hospital, social workers immediately place the baby in a safe and loving home and begin the adoption process.

What happens to the parent or surrendering adult?

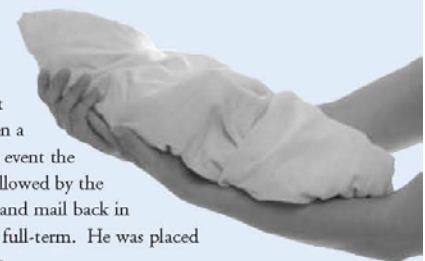
Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned, hurt or killed by their parents. You may have heard tragic stories of babies left in dumpsters or public bathrooms. Their parents may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had no one or nowhere to turn for help, they abandoned their babies. Abandoning a baby is illegal and places the baby in extreme danger. Too often, it results in the baby's death. The Safely Surrendered Baby Law prevents this tragedy from ever happening again in California.

A baby's story

Early in the morning on April 9, 2005, a healthy baby boy was safely surrendered to nurses at Harbor-UCLA Medical Center. The woman who brought the baby to the hospital identified herself as the baby's aunt and stated the baby's mother had asked her to bring the baby to the hospital on her behalf. The aunt was given a bracelet with a number matching the anklet placed on the baby; this would provide some identification in the event the mother changed her mind about surrendering the baby and wished to reclaim the baby in the 14-day period allowed by the Law. The aunt was also provided with a medical questionnaire and said she would have the mother complete and mail back in the stamped return envelope provided. The baby was examined by medical staff and pronounced healthy and full-term. He was placed with a loving family that had been approved to adopt him by the Department of Children and Family Services.



Ley de Entrega de Bebés *Sin Peligro*



Los recién nacidos pueden ser entregados en forma segura al personal de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles

Sin pena. Sin culpa. Sin nombres.

En el Condado de Los Ángeles: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org



Ley de Entrega de Bebés Sin Peligro

¿Qué es la Ley de Entrega de Bebés sin Peligro?

La Ley de Entrega de Bebés sin Peligro de California permite la entrega confidencial de un recién nacido por parte de sus padres u otras personas con custodia legal, es decir cualquier persona a quien los padres le hayan dado permiso. Siempre que el bebé tenga tres días (72 horas) de vida o menos, y no haya sufrido abuso ni negligencia, pueden entregar al recién nacido sin temor de ser arrestados o procesados.

Cada recién nacido se merece la oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele que tiene otras opciones. Hasta tres días (72 horas) después del nacimiento, se puede entregar un recién nacido al personal de cualquier hospital o cuartel de bomberos del condado de Los Angeles.

¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregarlo en forma legal, confidencial y segura dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Ángeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazaletes y el padre/madre o el adulto que lo entregue recibirá un brazaletes igual.

¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden comenzar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Ángeles al 1-800-540-4000.

¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoría de los casos son los padres los que llevan al bebé, la ley permite que otras personas lo hagan si tienen custodia legal.

¿Los padres o el adulto que entrega al bebé deben llamar antes de llevar al bebé?

No. El padre/madre o adulto puede llevar al bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, siempre y cuando entreguen a su bebé a un empleado del hospital o cuartel de bomberos.

¿Es necesario que el padre/madre o adulto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital o cuartel de bomberos le pedirá a la persona que entregue al bebé que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para cuidar bien del bebé. El cuestionario incluye un sobre con el sello postal pagado para enviarlo en otro momento.

¿Qué pasará con el bebé?

El bebé será examinado y le brindarán atención médica. Cuando le den el alta del hospital, los trabajadores sociales inmediatamente ubicarán al bebé en un hogar seguro donde estará bien atendido, y se comenzará el proceso de adopción.

¿Qué pasará con el padre/madre o adulto que entregue al bebé?

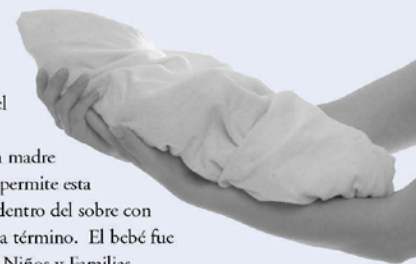
Una vez que los padres o adulto hayan entregado al bebé al personal del hospital o cuartel de bomberos, pueden irse en cualquier momento.

¿Por qué se está haciendo esto en California?

La finalidad de la Ley de Entrega de Bebés sin Peligro es proteger a los bebés para que no sean abandonados, lastimados o muertos por sus padres. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Los padres de esos bebés probablemente hayan estado pasando por dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus bebés porque tenían miedo y no tenían nadie a quien pedir ayuda. El abandono de un recién nacido es ilegal y pone al bebé en una situación de peligro extremo. Muy a menudo el abandono provoca la muerte del bebé. La Ley de Entrega de Bebés sin Peligro impide que vuelva a suceder esta tragedia en California.

Historia de un bebé

A la mañana temprano del día 9 de abril de 2005, se entregó un recién nacido saludable a las enfermeras del Harbor-UCLA Medical Center. La mujer que llevó el recién nacido al hospital se dio a conocer como la tía del bebé, y dijo que la madre le había pedido que llevara al bebé al hospital en su nombre. Le entregaron a la tía un brazaletes con un número que coincidía con la pulsera del bebé; esto serviría como identificación en caso de que la madre cambiara de opinión con respecto a la entrega del bebé y decidiera recuperarlo dentro del período de 14 días que permite esta ley. También le dieron a la tía un cuestionario médico, y ella dijo que la madre lo llenaría y lo enviaría de vuelta dentro del sobre con franqueo pagado que le habían dado. El personal médico examinó al bebé y se determinó que estaba saludable y a término. El bebé fue ubicado con una buena familia que ya había sido aprobada para adoptarlo por el Departamento de Servicios para Niños y Familias.



CHARITABLE CONTRIBUTIONS CERTIFICATION

Company Name: _____

Address: _____

Internal Revenue Service Employer Identification Number: _____

Proposer or Contractor is exempt from the California Nonprofit Integrity Act.

California Registry of Charitable Trusts "CT" number (if applicable): _____

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act which regulates those receiving and raising charitable contributions.

If Proposer or Contractor is not exempt, **check the Certification below that is applicable to your company.**

Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a County contract, it will timely comply with them and provide County a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.

OR

Proposer or Contractor is registered with the California Registry of Charitable Trusts under the CT number listed above and is in compliance with its registration and reporting requirements under California law. **Attached is a copy of its most recent filing with the Registry of Charitable Trusts as required by Title 11 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586.**

Signature

Date: - -

Name of Signer: _____

Title: _____

Agreement No. H-703924

AGREEMENT BETWEEN COUNTY OF LOS ANGELES AND CROTHALL LAUNDRY SERVICES, INC. FOR LAUNDRY SERVICES

Amendment No. 5

THIS AMENDMENT is made and entered into this ____ day of _____, 2016,

By and between

COUNTY OF LOS ANGELES
(hereafter "County"),

And

Crothall Laundry Services, Inc.
(hereafter "Contractor")

Business Address:

14710 Northam Street
La Mirada, CA 90638

WHEREAS, reference is made to that certain document entitled "AGREEMENT BETWEEN COUNTY OF LOS ANGELES AND CROTHALL LAUNDRY SERVICES, INC. FOR LAUNDRY SERVICES," dated June 1, 2009 and further identified as Agreement No. H-703924 and any amendments thereto (all hereafter referred to as "Agreement"); and,

WHEREAS, it is the intent of the parties hereto to amend the Agreement to discontinue Laundry Services under this Agreement at Harbor-UCLA Medical Center, High Desert Health System, LAC+USC Medical Center, Martin Luther King, Jr. Outpatient Center, and Olive View - UCLA Medical Center facilities effective December 1, 2016; and

WHEREAS, it is the intent of the parties hereto to amend the Agreement to extend its term through July 31, 2018 for the provision of Laundry Services at Rancho Los Amigos National Rehabilitation Center (RLANRC) due to the capital improvement project, and increase the maximum obligation; and

WHEREAS, it is the intent of the parties hereto to amend the Agreement to update certain terms and conditions to the Agreement, and to provide for the other changes set forth herein; and

WHEREAS, Agreement provides that changes in accordance to Paragraph 8.1, Amendments, may be made in the form of an Amendment which is formally approved and executed by the parties; and

WHEREAS, Contractor warrants that it possesses the competence, expertise and personnel necessary to provide services consistent with the requirements of this Agreement and consistent with the professional standard of care for these services.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. This Amendment shall commence and be effective November 30, 2016.
2. Laundry Services at Harbor-UCLA Medical Center, High Desert Health System, LAC+USC Medical Center, Martin Luther King, Jr. Outpatient Center, and Olive View - UCLA Medical Center facilities shall be discontinued effective December 1, 2016.
3. Agreement, Paragraph 4.0, TERM OF AGREEMENT, is deleted in its entirety and replaced as follows:

"4.0 TERM OF AGREEMENT

- 4.1 This Agreement is effective on June 1, 2009 and shall expire on July 31, 2018, unless sooner extended or terminated, in whole or in part, as provided herein.
 - 4.2 The County maintains databases that track/monitor Contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a contract term extension option."
4. Agreement, Paragraph 5.0, AGREEMENT SUM, Sub-paragraph 5.1 is deleted in its entirety and replaced as follows:
 - "5.1 The total maximum Agreement Sum for the Agreement term June 1, 2009 through July 31, 2018 is \$25,131,924.
 - 5.1.1 The County maximum obligation, effective June 1, 2009 through May 31, 2012, shall not exceed \$9,504,492.
 - 5.1.2 The County's maximum obligation, effective June 1, 2012 through May 31, 2014, shall not exceed \$6,733,224.
 - 5.1.3 The County's maximum obligation, effective June 1, 2014 through May 31, 2015, shall not exceed \$3,471,708.
 - 5.1.4 The County's maximum obligation, effective June 1, 2015 through May 31, 2016, shall not exceed \$3,261,518.

- 5.1.5 The County's maximum obligation, effective June 1, 2016 through November 30, 2016, shall not exceed \$1,652,500.
- 5.1.6 The County's maximum obligation, effective December 1, 2016 through July 31, 2018, shall not exceed \$508,482.
- 5.1.7 County may in its sole discretion increase the total maximum Agreement Sum for the period December 1, 2016 through July 1, 2018, by no greater than ten percent (10%) during the term of this Agreement, in accordance with Paragraph 8.1 Amendments, to reimburse Contractor for workload increases (i.e., increased poundage of linen requiring laundering) ordered by the County. If this is done, the total maximum Agreement Sum for the Agreement term effective June 1, 2009 to July 31, 2018 shall also be amended accordingly."

- 5. Agreement, Paragraph 5.6, COST OF LIVING ADJUSTMENTS, is deleted in its entirety and replaced as follows:

“5.6 COST OF LIVING ADJUSTMENTS

Contractor's rates shall remain firm and fixed for the term of this Agreement. The Agreement price per clean pound of linen identified in Exhibit B-1 (Billing and Payment Fee Schedule) may be adjusted for the period June 1, 2017 through July 31, 2018, if requested by Contractor, based on the increase or decrease in the U.S. Department of Labor, Bureau of Labor Statistics Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-Riverside-Orange County Area for the most recently published percentage change for the 12-month period preceding the Agreement anniversary date, which shall be the effective date for any cost of living adjustment. However, any increase shall not exceed the general salary movement granted to County employees as determined by the Chief Executive Office as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no cost of living adjustments will be granted.”

- 6. Agreement, Paragraph 7.4, BACKGROUND AND SECURITY INVESTIGATIONS, is deleted in its entirety and replaced as follows:

“7.4 BACKGROUND AND SECURITY INVESTIGATIONS

7.5.1 At the discretion of the County, all Contractor staff performing work under this Agreement may be required to undergo and pass, to the satisfaction of the County, a background investigation as a condition of beginning and continuing to work under this Agreement. The County shall use its discretion in determining the method of background

clearance to be used, which may include but is not limited to fingerprinting. The County shall perform the background check.

- 7.5.2 The County may request that the Contractor's staff be immediately removed from working on the County Agreement at any time during the term of this Agreement. The County will not provide to the Contractor nor to the Contractor's staff any information obtained through the County conducted background clearance.
- 7.5.3 The County may immediately, at the sole discretion of the County, deny or terminate facility access to the Contractor's staff that do not pass such investigation(s) to the satisfaction of the County whose background or conduct is incompatible with County facility access.
- 7.5.4 Disqualification, if any, of the Contractor's staff, pursuant to this Sub-paragraph 7.5, shall not relieve the Contractor of its obligation to complete all work in accordance with the terms and conditions of this Agreement."

7. Agreement, Paragraph 8.51, SURVIVAL, is added as follows:

"8.51 SURVIVAL

In addition to any provisions of this Agreement which specifically state that they will survive the termination or expiration of this Agreement and any rights and obligations under this Agreement which by their nature should survive, the following Sub-paragraphs shall survive any termination or expiration of this Agreement:

Sub-paragraph 5.4 (No Payment for Services Provided Following Expiration/Termination of Agreement)

Sub-paragraph 7.5 (Confidentiality)

Sub-paragraph 8.6 (Compliance with Applicable Law)

Sub-paragraph 8.21 (Governing Law, Jurisdiction, and Venue)

Sub-paragraph 8.23 (Indemnification)

Sub-paragraph 8.24 (General Insurance Requirements)

Sub-paragraph 8.25 (Insurance Coverage Requirements)

Sub-paragraph 8.38 (Record Retention and Inspection/Audit Settlement)

Sub-paragraph 8.47 (Survival)

Exhibit I – Business Associate Under the Health Insurance Portability and Accountability Act of 1996 (HIPAA)”

8. Agreement, Exhibit A Technical Exhibit 3, DELIVERY and PICK UP SCHEDULES, is deleted and replaced in its entirety by Exhibit A Technical Exhibit 3-1, DELIVERY and PICK UP SCHEDULES, attached hereto and incorporated by reference. All references to Exhibit Exhibit A Technical Exhibit 3, in the Agreement shall hereafter be replaced by Exhibit A Technical Exhibit 3-1.
9. Agreement, Exhibit B-3 Billing and Payment Fee Schedule, is deleted and replaced in its entirety by Exhibit B-4, attached hereto and incorporated by reference. All references to Exhibit B-3 in the Agreement shall hereafter be replaced by Exhibit B-4.
10. Agreement, Exhibit D County’s Administration, is deleted and replaced in its entirety by Exhibit D-1, attached hereto and incorporated by reference. All references to Exhibit D in the Agreement shall hereafter be replaced by Exhibit D-1.
11. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be executed by the County's Director of Health Services and Contractor has caused this Amendment to be executed on its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By: _____ for
Mitchell H. Katz, M.D.
Director of Health Services

CONTRACTOR

Crothall Laundry Services, Inc.

By: _____
Signature

Printed Name

Title

APPROVED AS TO FORM:
MARY C. WICKHAM
County Counsel

By: _____
James A. Johnson
Deputy County Counsel

DELIVERY and PICK-UP SCHEDULES

DHS FACILITY

RLANRC

PICK-UP AND DELIVERY SCHEDULES

AT A TIME MUTUALLY AGREED UPON
BY THE COUNTY AND THE CONTRACTOR

DAY OF WEEK

MONDAY - SATURDAY

LAUNDRY SERVICES

BILLING AND PAYMENT FEE SCHEDULE

PRICE PER CLEAN POUND OF LINEN
EFFECTIVE DECEMBER 1, 2016 – JULY 31, 2018

<u>FACILITY</u>	<u>6 days per week</u>	<u>7 days per week</u>
Rancho Los Amigos National Rehabilitation Center	\$ 0.3957	\$ N/A

COUNTY'S ADMINISTRATION**COUNTY'S PROJECT DIRECTOR:**

Name: Kathy K. Hanks
Title: Director, Contracts and Grants
Address: 313 N. Figueroa Street, 6th Floor East
Los Angeles, CA 90012
Telephone: (213) 240-7819 Facsimile: (213) 250-2958
E-Mail Address: khanks@dhs.lacounty.gov

FACILITY'S PROJECT MANAGER:

Name: Sandra Ruiz
Title: Director of Materials Management
Address: 7601 E. Imperial Hwy
Downey, CA 90242
Telephone: (562) 385-7275 Facsimile: (562) 803-3951
E-Mail Address: sruiz@dhs.lacounty.gov

FACILITY'S PROJECT MONITOR:

Name: Richard Lara-Soto
Title: Warehouse and Laundry Supervisor
Address: 7601 E. Imperial Hwy
Downey, CA 90242
Telephone: (562) 385-7926 Facsimile: (562) 803-3951
E-Mail Address: RLara-Soto@dhs.lacounty.gov