

## STAFF REPORT

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**Date:** June 12, 2024

**To:** Mayor and City Council

**Through:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Approval for the City to utilize available laundry and linen services and garment, linen, and necessary rental services contracts in accordance with the joinder provision in Nevada Revised Statutes (NRS) 332.195. (Various Funds)

**From:** Vicki Van Buren, Director of Finance

**Department:** Finance

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**Summary:**

In accordance with City Purchasing Policy 303, staff is requesting approval to utilize the use of any available laundry and linen services and garment, linen, and necessary rental services contracts as allowed under Nevada Revised Statutes (NRS) 332.195. This will allow City laundry and linen services and garment, linen, and necessary rental services to be completed in an efficient manner, in compliance with the City Purchasing Policy, and in accordance with the joinder provisions under NRS 332.195. This allows for local governments to use the joinder provision of contracts from other government agencies within or outside the state of Nevada with the authorization of the contracting vendor. Staff recommends approval to utilize any laundry and linen services and garment, linen, and necessary rental services available with joinder provisions for the following five fiscal years.

<b>Consent Review</b>	<b>Yes</b>	<b>No</b>
1. Is this item an annual or standard item that comes before Council for regular approval?	<b>X</b>	
2. Is this item an agreement required based on an item previously approved by Council?	<b>X</b>	
3. Is this item included in the current budget approved and adopted by Council?	<b>X</b>	
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>.01%</b>	

**Alignment with Strategic Plan:**

Fiscal Sustainability

**Previous Council Action:**

In 2019, Council approved the utilization of available laundry and linen services and garment, linen, and necessary rental services contracts in accordance with the joinder provision in NRS 332.195.

**Discussion:**

Staff considered joinder opportunities with any and all companies that offer both the benefit of multi-agency volume pricing and local, same-day service when necessary. The City spends approximately \$85,000 per fiscal year on laundry and linen services and garment, linen, and necessary rental services. Allowing staff to find joinable contracts will ensure the departments are able to utilize laundry and linen services and garment, linen, and necessary rental services in a cost-effective and efficient manner, allowing the City to obtain the best overall pricing/service available that meets the City's needs.

Since pricing for items varies, staff is recommending that laundry and linen services and garment, linen, and necessary rental services be allowed under available joinder contracts for the following reasons:

- No single low-priced vendor on all items
- Pricing spread between vendors is marginal
- Similar products offered and availability of delivery service
- Any department can compare pricing from various vendors for a more cost-effective result

All purchases are subject to limits set by Purchasing Policy 303.

**Financial Implications:**

Laundry and linen services and garment, linen, and necessary rental services will be expensed in accordance with department budgets approved by Council for appropriate fiscal years.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council authorize the use of any available laundry and linen services and garment, linen, and necessary rental services, utilizing the joinder provision as allowed under NRS 332.195, and authorize the Director of Finance to sign related required documents.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**