

COMMISSIONERS' AGENDA ACTION SHEET

Meeting Date:	FC 09/27/23 BC 10/10/23
Subject:	Approving the purchase of janitorial supplies from Crown Paper and Janitorial Supply, Inc.
Presenter:	N/A
Prepared By:	Rosa Garcia
Reviewed By:	David Wheeler
PA Review, Approval to Form:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (If no, include reasoning for no approval)
Type of Agenda Item:	Type of Action Needed: (Multiple boxes can be checked, if necessary)
<input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> Discussion Only <input type="checkbox"/> Pass Motion
<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Decision / Direction <input checked="" type="checkbox"/> Pass Resolution
<input type="checkbox"/> Scheduled Business	<input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Pass Ordinance
	<input type="checkbox"/> Execute Contract

Summary / Background Information

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

Benton and Franklin Counties Juvenile Justice Center anticipates the amount of janitorial supplies to exceed \$10,000 but will not exceed \$35,000.

Benton and Franklin Counties Juvenile Justice Center received quotes from two vendors on the MRSC vendor list for commonly ordered janitorial supplies. Crown Paper and Janitorial Supply, Inc., is currently the only responsible bidder who carries adequate inventory of janitorial equipment and supplies.

Administrative Services Finance Manager recommends purchasing janitorial supplies from Crown Paper & Janitorial Supply, Inc. commencing January 1, 2024 through December 31, 2025.

Fiscal Impact

Amount not to exceed \$35,000.00, excluding WSST, to be paid out of Juvenile Funds Dept. 172. No Supplemental required.

Recommendation

We recommend that the Board of Commissioners of Benton County and the Board of Commissioners of Franklin County sign the resolution authorizing the Benton and Franklin Counties Juvenile Justice Center to purchase janitorial supplies from Crown Paper and Janitorial Supply, Inc.

Suggested Motion

Approved as part of consent agenda.

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

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

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

WHEREAS, per Resolution 2021-233, the Board of Benton County Commissioners approved a County-Wide Procurement, Leasing, and Contracting Policy; and

WHEREAS, Benton and Franklin Counties Juvenile Justice Center anticipates the amount of janitorial supplies in each year from 2024-2025 will exceed \$10,000, but will not to exceed \$35,000; and

WHEREAS, per Resolution 2021-233, section 2.2.3 Purchases or Leases between \$10,000 and \$50,000, "In order to assure that a purchase or lease is awarded to the lowest responsible bidder (vendor); purchases or leases in the price range are to be approved by the BOCC pursuant to a written resolution"; and

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

1. Crown Paper & Janitorial Supply, Inc., Walla Walla, WA – UBI No. 601934973 – Quote submitted
2. Global Chemicals, Inc., Coconut Creek, FL – Did not submit quote

WHEREAS, the Administrator of Benton and Franklin Counties Juvenile Justice reviewed the quotes for the completeness and recommends purchase of janitorial supplies from Crown Paper & Janitorial Supply, Inc. annually, to commence January 1, 2024; **NOW, THEREFORE**

BE IT RESOLVED, that the Board of Benton County Commissioners, Benton County, Washington and the Board of Franklin County Commissioners, Franklin County, Washington, hereby concur with the Administrator's recommendation of purchasing janitorial supplies from Crown Paper & Janitorial Supply, Inc. commencing January 1, 2024 through December 31, 2025, not to exceed \$35,000, excluding WSST.

DATED this _____ day of _____ 2023

BENTON COUNTY BOARD OF COMMISSIONERS

Chairman

Commissioner

Commissioner

Constituting the Board of
County Commissioners,
Benton County, Washington

Attest:

Clerk of the Board

DATED this _____ day of _____ 2023

FRANKLIN COUNTY BOARD OF COMMISSIONERS

Chairman

Commissioner

Commissioner

Constituting the Board of
County Commissioners,
Franklin County, Washington

Attest:

Clerk of the Board

**BENTON-FRANKLIN COUNTIES
JUVENILE DEPARTMENT**

Vendor Quote Form

Date:	08/15/23		
Vendor Name:	Crown Paper & janitorial		
Vendor Address:	100 avery st.walla walla wa.99362		
Vendor Phone Number:	800-358-3227/509-529-4561		
Price Including WSST:	yes		
Expiration Date:	12/31/24		
Notes:	all products include sales tax		
Are you on the MRSC (Municipal Research and Services Center) list?		<input checked="checked" type="checkbox"/> Yes	<input type="checkbox"/> No
UBI#			
Item(s) being purchased:	paper,liners ,gloves,cleaning chemicals,miscellaneous maintainice supplies		

Vendor Contact Agent Name: Doug Hamilton

Signature: _____

Title: Genral manager



Paper and Janitorial Supply, Inc.

WALTER E. NELSON, CO.

BUILDING MAINTENANCE SUPPLIES • PAPER PRODUCTS • COMMERCIAL LAUNDRY SYSTEMS

100 AVERY STREET
WALLA WALLA, WA 99362

Phone: 509-529-4561
Fax: 509-525-6367

QUOTE NO.	QUOTE DATE	CUST NO.	SHIP DATE
43747	08/15/23	1022	08/15/23

QUOTE

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

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SPECIAL INSTRUCTIONS					CUSTOMER P.O. NO.		SHIP VIA		TERMS	
					VERBAL		OUR TRUCK		NET 30	
LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION	UNIT	UNIT PRICE	EXTENDED PRICE		
1	10	10	0	NITRILEBL2X	NITRILE BLUE EXAM GRADE XXLG 10BX/100/CS	BX	6.08	60.80		
2	10	10	0	NITRILEBLLG	GLOVE, BLUE NITRILE LARGE EXAM GRADE 10/100/CS	BX	4.20	42.00		
3	10	10	0	NITRILEBLMD	GLOVE, NITRILE BLUE MEDIUM EXAM GRADE 10/100/PER/CS	BX	4.20	42.00		
4	10	10	0	NITRILEBLSM	GLOVE, NITRILE BLUE EXAM GRADE P/F 10/100/PER/CS	BX	4.20	42.00		
5	10	10	0	NITRILEBLXLG	NITRILE BLUE XLG P/F EXAM GRADE 10/100/CS	BX	4.20	42.00		
6	1	1	0	RBI32070CR	LINER 24X32 10-15GL .7MIL 500/CS BLACK LD ROLLS	CS	39.60	39.60		
7	1	1	0	RBI37010CR	LINER 30X37 20-30GL 1MIL 200/CS BLACK LD ROLLS	CS	33.00	33.00		
8	1	1	0	RBI47125CR	LINER 43X47 55GL 1.25MIL 100/CS BLACK LD	CS	37.16	37.16		
TOTAL QUANTITY					NO RETURN OF GOODS ACCEPTED WITHOUT WRITTEN AUTHORIZATION.			SUBTOTAL FRGT/MISC		
								TAX		
								INVOICE TOTAL		

Thank you. We value your business.

THIS IS YOUR QUOTE



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					VERBAL		OUR TRUCK		NET 30	
LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION		UNIT	UNIT PRICE	EXTENDED PRICE	
9	1	1	0	WENSEAT	SEATCOVER 1/2 FOLD 20/250/CS		CS	47.17	47.17	
10	1	1	0	K5665	KUTOL 800MIL PINK LOTION SOAP 12/CS DCV VALVE		CS	41.94	41.94	
11	1	1	0	ST-794	PRE MEASURED .5OZ PAKET DETERGENT DISINFECTANT2/90CS		CS	58.62	58.62	
12	4	4	0	FCHDTSC	HEAVY DUTY TILE AND SHOWER CLEANER 4/GL PER CS		GL	26.25	105.00	
13	4	4	0	FCPINEAWAY	PINE AWAY ALL PURPOSE CLEANER 4X1GL/CS		GL	22.66	90.64	
14	1	1	0	SCASB1840A	SINGLEFOLD TOWEL WHITE 16/250 4000/CS		CS	36.34	36.34	
15	1	1	0	SCARB8002	ROLL TOWEL WHITE TORK 6/800 UNIVERSAL		CS	30.44	30.44	
16	1	1	0	TP1W	TOILET TISSUE UNIVERSAL 1 PLY WRAPPED 96/1000/CS		CS	66.54	66.54	

TOTAL
QUANTITY

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SUBTOTAL
FRGT/MISC

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					VERBAL		OUR TRUCK		NET 30	
LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION	UNIT	UNIT PRICE	EXTENDED PRICE		
17	1	1	0	SCA2465110	TOILET TISSIUE PREM.2PLY/0 80/450CS	CS	49.50	49.50		
18	1	1	0	DMX8003002	MONK DISINFECTANT WIPES 800CT REFILL/2PER/CS	CS	67.34	67.34		
19	1	1	0	SEL183260	TOWEL CENTERPULL WHITE 2 PLY 6/600'/CS	CS	36.32	36.32		
20	1	1	0	SOL11513	FACIAL TISSUE FLAT BOX 2 PLY 30/100/CS	CS	27.49	27.49		
21	1	1	0	GSAWM7524	MOP ECONOMY 24OZ CUT END WET MOP/WHITE/12PR/CS	EA	4.10	4.10		
22	1	1	0	GO1903-02	PURELL GELL HAND SANITIZER GREEN LTX 2/1200ML/CS	CS	56.03	56.03		
23	1	1	0	K68841	FOAMING ALCOHOL HAND SANITIZER 6/1000ML/CS	CS	94.02	94.02		
24	1	1	0	K5679	SANITIZER ALCOHOL GEL 1/2 GAL 4/CS	EA	19.10	19.10		
TOTAL QUANTITY			NO RETURN OF GOODS ACCEPTED WITHOUT WRITTEN AUTHORIZATION.			SUBTOTAL				

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					VERBAL		OUR TRUCK		NET 30	
LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION	UNIT	UNIT PRICE	EXTENDED PRICE		
25	12	12	0	USPSTI	PUMICE SCOURING STICKS 12BX/6BX/CS	EA	2.67	32.04		
26	1	1	0	WH84	MOP STICK, FIBERGLASS #84 SPEED CHANGE ORANGE 64"	EA	23.99	23.99		
27	1	1	0	IM700	BLACK PLASTIC DUST PAN 12" 12/CS	EA	4.90	4.90		
28	1	1	0	GSBRA39SLB	BROOM, LARGE ANGLE POLY BRISTLES METAL HANDLE	EA	7.95	7.95		
29	1	1	0	TO280102	TOILET BOWL BRUSH ROUND POLY	EA	3.61	3.61		
30	1	1	0	TO120125	SPRAY BOTTLE/32OZ/POLY NATURAL 84/CS	EA	1.86	1.86		
31	1	1	0	TO110542	TRIGGER SPRAYERS CHEMICAL RESISTANT/9 1/4"/200/CS	EA	1.74	1.74		
32	4	4	0	K69009	FOAM SOAP G/S BULK/CS 4X1GL/CS/PINK/TROPICAL	GL	13.95	55.80		
TOTAL QUANTITY			NO RETURN OF GOODS ACCEPTED WITHOUT WRITTEN AUTHORIZATION.			SUBTOTAL FRGT/MISC				

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Paper and Janitorial Supply, Inc.

WAITER E. NELSON, CO.

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					VERBAL		OUR TRUCK		NET 30	
LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION		UNIT	UNIT PRICE	EXTENDED PRICE	
33	4	4	0	FCSPEC	SPECTACULAR ULTRA HIGH SPEED FLOOR FINISH/4X1GL/CS		GL	82.76	82.76	
34	4	4	0	FCIMPLOS	IMPLOSION STRIPPER 4X1GLCS		GL	78.68	78.68	
35	1	1	0	VRUVSHAND	VICTORY ELECTROSTATIC SPRAYER BY BRULIN/1EA		EA	533.52	533.52	
36	1	1	0	VSVHSPRAYER	SPRAYER VH-PROTECTOR HANDHELD ELECTROSTATIC		EA	533.52	533.52	
37	1	1	0	VP20B	BATTERY LITHIUM FOR VICTORY HAND HELD SPRAYER		EA	150.00	150.00	
38	1	1	0	VSVP10	VICTORY 16.8V BATTERY CHARGER 1EA		EA	75.14	75.14	
39	1	1	0	VSVP30	VICTORY TANK WITH CAP FOR HAND HELD SPRAYER		EA	34.34	34.34	
40	1	1	0	VSVP49	VICTORY NOZZLE WRENCH 1EA		EA	10.34	10.34	
TOTAL QUANTITY					NO RETURN OF GOODS ACCEPTED WITHOUT WRITTEN AUTHORIZATION.			SUBTOTAL		
								FRGT/MISC		
								TAX		

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INVOICE
TOTAL

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LINE	ORDERED	SHIPPED	BACK ORDER	PRODUCT CODE	DESCRIPTION	UNIT	UNIT PRICE	EXTENDED PRICE		
41	1	1	0	VSVP50	VICTORY 3 IN ONE NOZZEL FOR HAND HELD GUN SPRAYER	EA	30.63	30.63		
42	1	1	0	VSVRP20	VICTORY HANDHELD MAIN BODY ASSEMBLY FOR VP200	EA	250.00	250.00		
TOTAL QUANTITY			113	NO RETURN OF GOODS ACCEPTED WITHOUT WRITTEN AUTHORIZATION.			SUBTOTAL FRGT/MISC		3079.97	

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