

Attachment B – Specifications

RFx No.: 3000021925

Title: Linen Services - DVA

Scope of Work for Linen/Laundry Service:

- A. The Contractor shall provide Linen/Laundry services for cleaning of DVA Louisiana Veterans Home Linen. The Contractor shall arrive at the facility to pick up soiled linen and drop off clean linen within twenty-four (24) hours after order is made, potentially including holidays. Pickup and delivery to be made within business hours (Monday-Friday, 7:00 am - 3:30 pm), and shall be on the same day.
- B. The Contractor will furnish linen bags with identification tags for resident's linen, bins and carts, which shall be of sufficient size and quantity for the transporting of soiled linens.
- C. The Contractor shall thoroughly sanitize laundry carts after they are emptied of soiled linen and this must be done prior to placing clean linen in the laundry carts for return to facility.
- D. Linen inventory will be managed by the Contractor to provide sufficient deliveries to meet linen requirements.
- E. Unit price shall include the rental of the items, all labor, materials and packing, tagging, freight, delivery and pickup.
- F. Contractor shall designate a contact person to provide on-going communication, coordinate servicing, answer questions and expedite service when requested.
- G. Contractor shall meet all Federal and State Infection Control Requirements. Contractor shall observe standard infection control precautions of CDC, OSHA, APIC for best practices and guidelines to ensure cross contamination does not occur.
- H. Contractor must possess an occupational license and Healthcare Laundry Accreditation Council (HLAC) Certificate to provide these laundry services. Contractor must be accredited through the HCLA and must provide DVA with a copy of the certificate of accreditation. Occupational license and certificate of accreditation must be submitted prior to award of contract, and Contractor must be certified for the entire term of the contract.
- I. Contractor must be trained in Blood Borne Pathogens for treatment of any contaminated linen, which is items or garments that have been exposed to potentially infectious materials which includes blood and human body fluids and waste.
- J. Upon termination of this contract, the contractor shall retain ownership and control of the linen as provided in this contract. (Excluding DVA owned linen)

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- K.** All items shall be washed, extracted, and tumbled as required, with non-allergenic soaps, detergents, bleaches or other chemicals used in the cleaning process.
- L.** The Contractor shall adhere to the highest standards of cleanliness and sanitary practices, and will ensure continual sanitation in all functions and matters related to the execution of the terms of this solicitation.
- M.** Laundry is to be handled carefully and expeditiously to avoid and remove stain and mildew. All spots and stains shall be removed in the safest manner within the life and usefulness of the fabric, unimpaired.
- N.** All chemicals used shall be harmless to all fibers of synthetic, synthetic and natural blends or all natural fibers.
- O.** Clean linen must be returned sorted and packaged in easily handled bundles and placed in covered containers.
- P.** It will be the responsibility of DVA staff to bring any problems to the attention of the Contractor staff, who will in turn be responsible for the development of an appropriate response to the problem.