



Attachment B - Specifications

RFx: 3000024902 Title: Laundry & Linen Service – DVA

To establish a contract to provide complete laundry/linen service (cleaning and rental) to Northeast Louisiana Veterans Home, 6700 Hwy 165 N, Monroe, LA. Term: July 1, 2025 through June 30, 2026.

A meeting will occur with NELVH and the awarded vendor to review and solidify logistics, delivery and pick up areas, dates & timetables, inventory and points of contact for regular hours, after hours and holidays.

NELVH would prefer a vendor located within 50 miles of the facility.

Service shall consist of pick-up and delivery of linens. Vendor will pick-up dirty/soiled linen two times weekly, between Monday through Friday (during normal business hours) with return of all clean linen from previous day's pick-up.

The unit price shall constitute the full charge for rental, laundering, delivery, carts and any other cost of supplying linen to the NELVH. No added fees will be accepted without prior written agreement from the facility. The unit price shall be on a per each basis and billing shall be on actual items delivered. Specifications and sizes listed are minimum. Products may exceed minimum specification, provided that they are appropriate for the intended use.

Adequate linen par levels (which will be determined by agency) must be delivered to accommodate weekends and holidays as applicable.

Vendor to provide 100% of linen and carts for soiled linen at designated NELVH internal locations. Laundering same in workman-like manner. All laundered bed linen will be pressed or handled by laundry service to get pressed look with minimal wrinkles showing on bed linen. All linen will be folded neatly when delivered.

All laundry will be separately ordered and packaged by wing number and delivered linen will be placed in designated areas at NELVH.

NELVH shall collect all linen and materials for pick-up by laundry service at designated areas for pick-up, unless otherwise mutually agreed upon.

NELVH reserves the right to reject any and all deliveries that do not pass generally accepted cleanliness and/or infection control standards.

Vendor will ensure that all linen is properly washed and sanitized in commercial type washers and dryers designed specifically for that purpose to prevent cross contamination. Vendor shall observe standard infection control precautions of CDC, OSHA, APIC for best practices and guidelines.

NELVH reserves the right to visit vendor laundry site annually, if or when deemed necessary.

NELVH and vendor may meet periodically to review required quantities (par levels) for each item based on usage and make adjustments as needed.