

# RESOLUTION

## Resolution Authorizing a Two-Year Contract with Two Option Years with OfficePro dba Elkhorn Chemical of Beloit WI & North American of Glenview, IL for the Purchasing of Cleaning Materials & Housekeeping Supplies for Valley Hi Nursing Home (61)

**WHEREAS**, Valley Hi requires the purchase of chemicals and related items for laundry, dietary, and housekeeping functions to maintain a high quality, sanitary environment for the residents and staff; and

**WHEREAS**, a bid request was developed by the Valley Hi Administrator and the Purchasing Department which was sent to multiple potential bidders; and

**WHEREAS**, the Valley Hi Administrator has determined Elkhorn Chemical of Beloit, WI and North American of Glenview, IL as being the most responsive bidders with the best availability and overall pricing of the routine supplies used at Valley Hi; and

**WHEREAS**, the Valley Hi operating budget and all future operating budgets during the term of the contract accounts for the purchase of these supplies under the medical, miscellaneous and safety compliance supplies budget line items; and

**WHEREAS**, this matter has been reviewed by the Valley Hi Operating Committee and Finance and Audit Committee and is being recommended for approval by the McHenry County Board.

**NOW THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to enter into a two-year contract with two additional option years with Medline Medical Supply, Professional Medical, and Henry Schein, Inc. for the purchase of medical, personal, and incontinent supplies for the residents at Valley Hi Nursing Home; and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that said supply costs have been included in the Valley Hi operating budget under the following budget line items:

515000-50-61-6120-800 Cleaning Materials (Laundry)

515000-50-61-6130-800 Cleaning Materials (Housekeeping)

507000-50-61-6130-800 Miscellaneous Supplies

508000-50-61-6150-800 Medical Supplies

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Valley Hi Nursing Home Administrator, the Director of Purchasing, the County Auditor, Chief Financial Officer, and the County Administrator.

**DATED** at Woodstock, Illinois, this 17<sup>th</sup> day of January, A.D., 2023.

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Michael Buehler, Chairman  
McHenry County Board

ATTEST:

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Joseph J. Tirio, County Clerk

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**RESOLUTION**

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**SUBJECT:** Resolution Authorizing a Two-Year Contract with Two Option Years with OfficePro dba Elkhorn Chemical of Beloit WI & North American of Glenview, IL for the Purchasing of Cleaning Materials & Housekeeping Supplies for Valley Hi Nursing Home (61)

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**Board / Committee Action Requested:**

Valley Hi seeks approval to enter into a two-year contract with two additional option years with Elkhorn Chemical and North American for the purchase of chemicals and related items for laundry, dietary, and housekeeping functions to maintain a high quality, sanitary environment for the residents and staff

**Background and Discussion:**

Valley Hi routinely purchases chemicals and related items for laundry, dietary, and housekeeping as part of the routine housekeeping and cleaning processes. Valley Hi provides these supplies to staff as needed and maintains an emergency supply in case of delivery interruptions.

After reviewing the pricing and availability of commonly used items, Elkhorn Chemical and North American were determined to be the most responsive bidders and selected to be awarded the contract for supplying said products.

**Impact on Human Resources:**

None

**Impact on Budget (Revenue; Expenses, Fringe Benefits):**

The projected expenditures have been accounted for in the Valley Hi operating under the following budget line items:

- 515000-50-61-6120-800 Cleaning Materials (Laundry)
- 515000-50-61-6130-800 Cleaning Materials (Housekeeping)
- 507000-50-61-6130-800 Miscellaneous Supplies
- 508000-50-61-6150-800 Medical Supplies

**Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

None

**Impact on Other County Departments or Outside Agencies:**

None

**Conformity to Board Ordinances, Policies and Strategic Plan:**

This Resolution is presumed to comply with all applicable policies and ordinances.