



# MT. DIABLO UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT  
2326 Bisso Lane  
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Phone (925) 825-7440 ~ Fax (925) 687-5044

**Brad Hunter**  
*Director of Purchasing/Warehouse*

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## MEMORANDUM

Date: September 25, 2017  
TO: MDUSD School Board  
FROM: Brad Hunter  
RE: Docket Number 14.20 on September 25, 2017 to Utilize Cintas for Services and Supplies

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The Maintenance and Operations Department seeks approval to purchase supplies offered by Cintas utilizing the US Communities Government Purchasing Alliance Partnership. The scope of services includes but is not limited to the supply of uniforms, chemicals for cleaning and dis-infecting, as well as cleaning materials in the form of mops, rags and other related goods.

Cintas is included in the US Communities Government Purchasing Alliance which meets the criteria set forth by the following Public Contract Codes: 20118 and 20652. These PCC sections allow for the District to utilize an existing contract between a public corporation or agency and a vendor for the lease or purchase of property. The District may authorize the lease or purchase of personal property directly from the vendor by contract, lease, requisition, or purchase order and make payment(s) to the vendor under the same terms that are available to the public corporation or agency under the contract.

The contract 12-JLH-011C has been verified as valid until March 31, 2019 and is available for review. The contract also contains the required language validating its use by the MDUSD meeting all local applicable laws.

If you have additional questions, please do not hesitate to contact me.

Signed,

*Brad Hunter*

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