

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: 11/14/2025

To: Marcelia Nicholson, Chair, Milwaukee County Board of Supervisors

From: Chantell Jewell, Superintendent, Milwaukee County Community Reintegration Center (CRC)

Subject: The Superintendent of the Community Reintegration Center (CRC) respectfully requests approval to enter into a one-year Professional Service Agreement with Core Linen Services, Inc. to provide backup laundry services in the event of CRC laundry system downtime or inoperability.

File Type: Action Report

POLICY

Milwaukee County Code of General Ordinances:	MCCO 56.30
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BACKGROUND

The Milwaukee County Community Reintegration Center (CRC) seeks to establish a Professional Services Agreement (PSA) with a qualified laundry services provider to ensure uninterrupted access to clean laundry for residents of the Milwaukee County Community Reintegration Center (CRC), the Milwaukee County Jail (CJF), and Vel Phillips Youth Detention Center (YDC). This standby arrangement will be activated only in the event that the CRC laundry facility becomes inoperable due to mechanical failure, staffing shortages, public health emergencies, or other unforeseen circumstances.

Although YDC is included under this agreement, it will operate under a separate account and shall not be processed together with CRC or CJF laundry. Services under this agreement will only be activated upon written or electronic notice from CRC Administration or its designee. Activation may apply to partial or full laundry needs depending on the severity of the disruption. The vendor shall be prepared to initiate services within 24 hours of receiving notice. Pricing is established at \$0.65 per pound for washing and drying services.

Core Linen Services, Inc. has agreed to the terms of a new Professional Services Contract beginning December 1, 2025, through November 30, 2026, contingent upon mutual agreement and satisfactory performance. Thereafter, the Parties may mutually agree in writing to renew the Agreement on an annual basis, with each renewal period not to exceed one year (each, a "Renewal Term"), provided that total compensation for any single term does not exceed the approval threshold established by the Milwaukee County Board of Supervisors for professional services contracts.

DETAILS OF THE NEW AGREEMENT

The 2025 Professional Service Agreement engages Core Linen Services, Inc. to provide backup laundry services to the Community Reintegration Center (CRC). Under this Agreement, Core Linen Services will ensure laundry operations continue in the event of CRC laundry system downtime or operational disruption. The Contractor shall maintain segregation of laundry accounts (including Vel Phillips Youth Detention Center (YDC)) and invoice based on weight processed, per the rate schedule outlined in the Agreement. The Agreement takes effect December 1, 2025, and remains in force until November 30, 2026.

RECOMMENDATION

The Superintendent of the Community Reintegration Center respectfully requests the authority to enter into a contract with the Core Linen Services, Inc. beginning on December 1, 2025, through November 30, 2026, contingent upon mutual agreement and satisfactory performance.

FISCAL EFFECT

A fiscal note form is attached.

VIRTUAL MEETING INVITES

Chantell Jewell, Superintendent, Community Reintegration Center
Brenda Smith, Contract Administrator, Community Reintegration Center

PREPARED BY:

Veronica McClain
Interim Public Safety Fiscal Administrator (CRC)

Shayla Fenceroy

Shayla Fenceroy, Assistant Superintendent, Community Reintegration Center
C/o Chantell Jewell, Superintendent, Milwaukee County Community Reintegration Center

cc: Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Manager, Office of the County Clerk