

OIG

Appendix A

IG08-08



**ELEVENTH JUDICIAL CIRCUIT OF FLORIDA
ADMINISTRATIVE OFFICE OF THE COURTS**

JOSEPH P. FARINA
CHIEF JUDGE

RUBEN O. CARREROU
COURT ADMINISTRATOR

LAWSON E. THOMAS COURTHOUSE CENTER
175 N.W. FIRST AVENUE
MIAMI, FLORIDA 33128
TELEPHONE: (305) 349-7000

May 1, 2008

Christopher Mazzella
Inspector General
Office of the Inspector General
19 West Flagler Street, Suite 220
Miami, Florida 33130

Re: OIG Draft Report-IG08-08

Dear Mr Mazzella:

The Administrative Office of the Courts (AOC) would like to provide the following response to the Office of Inspector General Draft Report-IG08-08 for inclusion in the final report.

This is to acknowledge that the AOC met with Jersey Cleaners when the bid was awarded in order to begin services. During the course of the meeting, Jersey Cleaners contested reimbursement to the AOC if garments were misplaced or damaged. Therefore, it became apparent at that time the vendor was not aware of all the stipulations in the contract. Subsequent to the meeting, the AOC contacted the County's Department of Procurement Management (DPM) to advise them that the vendor did not want to comply with certain conditions of the contract. DPM contacted Jersey Cleaners and informed them that they would be liable for damaged or missing robes and would have to reimburse the AOC for the full cost of the robes as stipulated in the contract.

The AOC had a second meeting with Jersey Cleaners to once again transition laundry services to Jersey Cleaners. During the meeting, Jersey Cleaners continued to show concern about reimbursing the AOC for any damaged or missing robes. Jersey Cleaners was very specific to their requirements of establishing an accountability system to improve and prevent damaged and/or lost items. Jersey Cleaners requested that the AOC use color bags with the identification of each courthouse in order to provide laundry services and facilitate delivery.


Jersey Cleaners was unwilling to provide the bags at no cost to the court. Instead, Jersey Cleaners asked the AOC to pay approximately \$8,667 for the laundry bags and prepay laundry services for laundering the bags. The AOC requested a copy of the original invoice for the purchase of the laundry bags from Jersey Cleaners and to this date an invoice has not been provided to the AOC, nor has Jersey Cleaners disclosed the name of the laundry bag vendor. The AOC informed Jersey Cleaners that the price for the bags was excessively expensive and that purchasing policies did not allow the prepayment of laundry services. This matter further delayed the court's use of Jersey Cleaners laundry services and the AOC began to price its own laundry bags.

In the interim, the AOC received notification from the county that it had to reduce its county budget by one million dollars. As a result of the budget cut, the AOC began to defer non-essential purchases, including the purchase of the laundry bags. This further delayed the implementation of laundry services by Jersey Cleaners.

The AOC recently contacted Jersey Cleaners in an effort to resolve this matter without creating any additional expenses to the AOC. Jersey Cleaners advised the AOC that they would be willing to provide services using the current procedures and thus not incurring any additional cost by the AOC. Jersey Cleaners began providing laundry service to the AOC April 21, 2008.

In addition, the AOC is conducting a full audit of all Mr. Clean invoices to determine if there are any duplicate invoices in addition to the ones mentioned in the Office of Inspector General report. Please note that the duplicate invoices were submitted to the AOC by Mr. Clean on different dates with different invoice numbers. The AOC will seek reimbursement from Mr. Clear for invoices determined to have been paid more than once.

Sincerely,



Ruben O. Carrerou
Court Administrator

cc: Joseph P. Farina, Chief Judge
Amy Negrin, Administrative Services Director