

# EFRT Linen Service Proposal

To: The MSU Executive Board

From: William Johnston – EFRT Program Director

Re: EFRT Linen Service Fund Allocation

This proposal was prepared by the Emergency First Response Team (EFRT) Program Director to assist the MSU Executive Board (EB) in their decision to allocate additional funding for the EFRT to procure a linen service during the academic year. The EFRT is tasked with providing prompt high quality medical care to any and all members of the McMaster community on a full time twenty-four hour a day basis. In order to maintain response times averaging two minutes, the EFRT requires three responders to remain on campus at all times. As many of these responders live in off-campus housing, this requires them to use the MUSC room 103 as their temporary home during their shifts. Through MSU funding, the EFRT has been able to provide two on call beds in the office for responders to use during these overnight shifts. With twenty-seven active responders sharing these beds over the course of each month, the potential for poor hygiene is extremely high. It is therefore advised that EFRT members change the sheets at a minimum of every other day. In order to do this, the EFRT must provide team members with clean sheets. As of present, in order to ensure that clean sheets are always available to team members, the burden of washing them falls on active team members and ultimately members of the EFRT executive. With the large number of sheets being washed, this becomes a large time commitment on top of the twenty plus hours a week already required. In addition, the increasing cost of utilities and expense of coin-operated laundry facilities requiring this of EFRT members is no longer a feasible option. As you will see with the three quotes below, I have done my due diligence in seeking out the cheapest options for a laundry service. Although each option has various pros and cons I believe that they all are reasonably economical. To keep the EFRT office a sanitary and clean environment for responders, the MSU should provide the EFRT with the necessary funds to procure a laundry service. I hope that in reading this proposal you will understand the necessity of this and supply the EFRT with the appropriate funding.

## Linen Service Quotes:

<i>Company Name</i>	<i>Weekly Cost</i>	<i>Monthly Cost</i>	<i>Yearly Cost (8 Months)</i>
Luba's Linen Supply Inc.	Only monthly Delivery (\$16.78)	\$67.12	\$536.96
Canadian Linen & Uniform Service	\$25.00	\$100.00	\$800.00
Alsco Linen and Uniform Service	\$38.00	\$152.00	\$1216.00

Regards,

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