



City Council Report

Date: October 3, 2016
To: City Council
Through: Mike Kennington, Chief Financial Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: One-Year Renewal of the Term Contract for Uniform Garment Rental for various City Departments **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Renewal of the Term Contract for Uniform Garment Rental as recommended.

Purchasing recommends authorizing a renewal with Unifirst Corporation at \$160,000.00 annually, based on estimated requirements.

Background / Discussion

This contract provides for the rental of uniform garments to approximately 280 City employees from various departments. The garments furnished by the contractor will be maintained through routine laundering, pressing and repairing to provide a neat and clean appearance for City personnel.

On October 28, 2013, Council approved the initial three-year contract (11/1/2013 through 10/31/2016) with two, one-year renewal options. This is the first one-year renewal contract with a one-year renewal option remaining.

The vendor offered to renew the contract without a pricing increase. The Consumer Price Index (CPI) has increased 3.2% since 2013. Based on the CPI, the City would realize minimal or no savings through resoliciting this agreement and since this solicitation was conducted through a Proposal process, pricing was only one consideration of the overall award.

The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Alternatives

Council may choose not to authorize the renewal and new responses will be solicited.

Fiscal Impact

The annual contract amount is available in the operating budgets of the various departments using uniform garment rental services.

Coordinated With

Water Resources, Parks Recreation and Community Facilities, Transportation, Fleet Services and Purchasing

PURCHASING INFORMATION

Action: Renewal

Procurement Type: Request for Proposals

Solicitation Number: 2014035

Vendors Registered on Bid List: 11 (0 Mesa)

Advertising: Arizona Republic, Bid Net, Record Reporter, Purchasing Website

Downloads: 7

Responses Received: 5

Protests Received: None

Initial Contract Term: Three Years

Renewal Term: One Year

Renewal Terms Remaining: One, one-year renewal subject to future Council consideration

Pricing Available to Other Cooperative Agencies: Yes

September 5, 2013 Proposals Received

Unifirst Corporation – Phoenix, AZ (Awarded)

G & K Services – Phoenix, AZ

Mission Linen Supply – Phoenix, AZ

Prudential Overall Supply – Phoenix, AZ

Cintas – Chandler, AZ - Non-Responsive – Material exceptions were taken to the RFP's Terms and Specifications

Proposal Scoring Results

Elements / Max Points Possible	Unifirst	G & K	Mission Linen	Prudential
Field service response / 250	210	175	135	120
Business strength / 200	160	150	125	120
Employee credentials, certifications and experience / 200	140	130	140	120
Customer References regarding current/past performance / 250	210	175	125	125
Pricing / 100	87	0	100	0
Total points / 1,000	<u>807</u>	630	625	485

RENEWAL RECOMMENDATION

Unifirst Corporation

Phoenix, AZ

Description
<p>Uniform Garment Rental per Agreement No. 2014035; Exhibits – Scope of Work, Pricing, Mesa Standard Terms and Conditions; Other Exhibits; Solicitation including any addenda; and Contractor Response</p> <p>Annual Contract Amount: <u>\$160,000.00</u></p>