



City Council Report

Date: September 11, 2017
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 Contract for Uniform Garment Rental for various City Departments **(Citywide)**

Purpose and Recommendation

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

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

Background / Discussion

This contract provides uniform garments rental to approximately 280 City employees from various City 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.

Council approved the initial three-year contract with two, one-year renewal options on 10/28/2013, and the first one-year renewal term on 10/3/2016. This is second and final, one-year renewal term.

The vendor offered to renew the contract without a pricing increase while the Consumer price index has increased 4.8% during this same time period. City Departments have 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 for the final renewal term.

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 City Departments using uniform garment rental services.

Coordinated With

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

PURCHASING INFORMATION

Action: Renewal Authorization

Procurement Type: Request for Proposals

Solicitation Number: 2014035

Responses Received: 5

Protests Received: None

Initial Contract Term: Three Years

Renewal Term: One Year (Second and Final)

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 (Awarded) | 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> |