

SUBJECT: Approve execution of a 48-month requirements supply agreement with UNIFIRST CORPORATION, for the rental of work uniforms, shop towels and cleaning services for Fleet Services, Austin Resource Recovery and Austin Water Utility Department, in an estimated amount not to exceed \$2,305,580 with one (1) 60 month extension option in an amount not to exceed \$2,881,975 for a total agreement amount not to exceed \$5,187,555.

AMOUNT AND SOURCE OF FUNDING: Funding in the amount of \$112,016 for Austin Resource Recovery; \$221,120 for Austin Water Utility; \$51,136 for Fleet Services Department is available in the Fiscal Year 2012-2013 Operating Budget. Funding for the remaining 40 months of the original contract period and extension option is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

PURCHASING: Sole Bid received

FOR MORE INFORMATION CONTACT: Sai Xoomsai, Senior Buyer/972-4016

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION:

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No Subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide for continuous rental and cleaning services of uniforms and shop towels for Fleet Services, Austin Resource Recovery and Austin Water Utility Department employees provided on a weekly basis.

Eleven Sets of uniforms will be provided for approximately 192 Fleet Services employees; 345 Austin Resource Recovery employees and 610 Austin Water Utility employees for use in the performance of work duties for the City. The uniforms include pants and shirts that are provided for various Fleet positions such as: mechanics, welders, shuttle drivers, store specialists, and Service Center Supervisors.

The uniforms include pants and shirts that are provided for various Austin Resource Recovery positions such as: Operations crews, crew leaders and supervisors.

The uniforms include pants and shirts that are provided for various Austin Water Utility positions such as: Operations crews, crew leaders and supervisors.

The Contractor will pick up soiled uniforms/towels, and deliver clean uniforms/towels on a weekly basis. The services also include any tailoring/alterations to assure proper fit as well as sewing patches if needed.

The shop towels are 100% cotton and are used by the Fleet mechanics to wipe their hands, clean parts or wipe up spills of excess fluids during their daily operations. The shop towel services will be provided on a weekly basis with an estimated 9,000 towels used per month.

MBE/WBE solicited: 0/8

MBE/WBE bid: 0/0

BID TABULATION

IFBBV NO. SSC0089

Rental of Work Uniforms, Shop Towels and Cleaning Services

**Fleet Services
(6 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Supply of Towels</u>	<u>Total Award</u>
Unifirst Corp. Austin, Texas	\$65,179.40	\$11,520.00	\$76,699.40

**Austin Resource Recovery
(4 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Total Award</u>
Unifirst Corp. Austin, Texas	\$168,018.76	\$168,018.76

**Austin Water Utility
(15 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Total Award</u>
Unifirst Corp. Austin, Texas	\$331,676.80	\$331,676.80

* Note: A complete bid tabulation is available in the Purchasing Office.

PRICE ANALYSIS

- Sole bid received
- One hundred and forty eight notices were sent, there were no MBE and eight WBEs. No bids were received from MBE/WBE's.
- The current unit pricing represents an estimated average decrease of 1% for Austin Resource Recovery and a decrease of 8% for Fleet Services Department compared to the contract awarded in January 2008.
- This vendor is the current provider.

APPROVAL JUSTIFICATION

- a. Sole Bid bidder.
- b. The Purchasing Office concurs with Austin Resource Recovery, Austin Water Utility and Fleet Services recommendation to award.
- c. Advertised in the Austin American Statesman and Internet.

DRAFT