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# City Council Report

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City Council Meeting: March 10, 2020  
Agenda Item: 3.B

To: Mayor and City Council  
From: Gigi Decavalles-Hughes, Director, Finance Department, Procurement  
Subject: Award Bid and enter into Agreement with Aramark for Uniform and Mat Rental and Cleaning Services

## Recommended Action

Staff recommends that the City Council:

1. Award Bid #4389 to Aramark Uniform & Career Apparel, LLC (Aramark) for citywide uniform and mat rental and cleaning services;
2. Authorize the City Manager to negotiate and execute an agreement with Aramark, in an amount not to exceed \$1,125,000 for five years, with five-additional one-year renewal options in the amount of \$225,000, on the same terms and conditions, for a total amount not to exceed \$2,250,000 over a ten-year period, with future year funding contingent on Council budget approval.

## Summary

The City procures uniform and mat rental and cleaning services for various locations as a "Citywide Bid" for use by all City departments. Uniform and mat rental and cleaning services include shirts, polos, pants, shorts, jackets, coveralls, shop towels, and floor mats for approximately 375 employees in the Public Works Department at 19 different City locations. In May 2019, the City conducted a formal bid process for uniform and mat rental and cleaning services and received three bids. After reviewing the bids received, staff recommends Aramark as the best bidder for an amount not to exceed \$2,250,000 over a ten-year period.

## Discussion

Procurement staff worked with staff from Airport Maintenance, Beach Maintenance, Custodial Services, Facilities Management, Fleet Management, Promenade Maintenance, Traffic Operations, the Cemetery, Resource Recovery and Recycling, Street Maintenance, and Water Resources within the Public Works Department to

develop specifications for the formal bid based on their staff needs for uniforms, coveralls, floor mats, and/or shop towels.

Vendor Selection

<b>Bidder Recommendation</b>	
<b>Best Bidder</b>	Aramark
<b>Evaluation Criteria</b>	Price; the quality of the material or services offered; the ability, capacity and skill of the bidder to perform or provide the materials or services; the capacity of the bidder to perform the contract or provide the service promptly, the character, integrity, reputation, judgment, training, experience and efficiency of the bidder.
<b>Municipal Code</b>	SMMC 2.24.180

<b>Submittals Received</b>					
<b>Aramark</b>	<b>\$1,158.68</b>	Mission Linen	\$1,649.94	UniFirst	\$1,825.16

<b>Best Bidder Justification</b>
An evaluation panel comprised of representatives from the Procurement Division, Facilities Maintenance Division, Resource Recovery and Recycling, and the Public Landscape Division evaluated the three bids received. Based on price and the ability of the vendor to meet the bid requirements, staff recommends Aramark as the lowest and best bidder to provide uniform and mat rental and cleaning service. The bid price is used for a baseline apples-to-apples comparison and is only reflective of the monthly costs for all garment and mat types requested on the pricing table. The request amount is based on prior year actual expenditures citywide and anticipated costs over the next ten years.

**Financial Impacts and Budget Actions**

The contract to be awarded to Aramark is for an initial five-year term of up to \$1,125,000 with five additional one-year renewal options, for a total amount not to exceed \$2,250,000 over a ten-year period. Funds are available within existing budgets and would be charged to the appropriate Division or project account based on frequency of usage.


<b>Contract Request</b>		
<b>Request Amount</b>	<b>FY 2019-20 Budget Account #</b>	<b>Total Contract Amount</b>
\$1,125,000	Various	\$2,250,000

Future year funding is contingent on Council budget approval.

**Prepared By:** Heidi Duran, Senior Procurement Analyst

**Approved**

**Forwarded to Council**



Gigi Decavalles-Hughes, Director

3/1/2020



Rick Cole, City Manager

3/2/2020

**Attachments:**

- A. Aramark Oaks Form