



## Legislation Text

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**File #:** 18815, **Version:** 1

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### **Fiscal Note**

City agencies have included in the 2010 adopted operating budget approximately \$72,000 in the aggregate for uniform laundering services. The estimated average annual cost of the laundering services under this contract is approximately \$45,500. Therefore, the City might realize average annual savings of approximately \$26,500, depending on volume.

### **Title**

Authorizing the Mayor and City Clerk to sign a two-year contract with Unifirst Corporation for uniform rental and related services for various City departments, and authorizing the Purchasing Agent to sign up to three optional one-year renewals.

### **Body**

WHEREAS, several departments within the City require uniforms for some employees, including but not limited to Engineering, Fleet Services, Monona Terrace, Streets Division, Parks Division, Parking Utility, Water Utility and Madison Metro; and

WHEREAS, all proposals received under the first Request for Proposal 8046-0-2010/MM for uniform rental services were deemed non-responsive due to the inability of proposers to comply with the requirements of both MGO 4.20, the Living Wage ordinance, and MGO 4.25, the ordinance on Sweatfree Procurement of Items of Apparel and therefore the RFP was cancelled; and

WHEREAS, at the March 22, 2010 meeting of the Board of Estimates, City Purchasing staff informed the BOE that there were no qualified bids on the first RFP and that Purchasing intended to re-advertise the RFP with a waiver of the Living Wage ordinance's proportional calculation requirement, as allowed by MGO 4.20(3)(d); and

WHEREAS, a second Request for Proposal (8097-0-2010/MM) was let out with this waiver; and

WHEREAS, two (2) proposals were received in response to the second bid, and were evaluated using factors including compliance with the Living Wage and Sweatfree procurement ordinances, long term cost of service, service quality and technical approaches, qualifications and experience, uniform specifications, pick up and delivery services and other particulars of the uniform services industry; and,

WHEREAS, Unifirst Corporation was the sole proposer who was able to meet both the Living Wage requirement (as modified by the waiver) and the Sweatfree ordinance; and was also the low bidder; and

WHEREAS, Unifirst Corporation has proposed pricing that will total approximately \$45,500.00 per year for all City departments currently utilizing uniform services; and

WHEREAS, under MGO 4.26, service contracts for more than three years must be authorized by the Common Council and signed by the Mayor and Clerk and this contract could be for up to five years; and

WHEREAS, under MGO 4.26, multi-year service contracts averaging more than \$50,000 per year require Council approval and this contract could exceed that amount if more departments or more staff require uniform services in the future;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to sign on behalf of the

City a two (2) year contract for uniform rental, embroidery, delivery, cleaning and related services for various city departments with Unifirst Corporation, to be effective as soon as a final contract can be negotiated and signed by the Mayor; and

BE IT FURTHER RESOLVED that the initial contract may be renewed without increase in the contract prices for three additional terms of one (1) year each, upon mutual written agreement of the parties; and

BE IT FINALLY RESOLVED that the Purchasing Agent is authorized to sign agreement(s) to effectuate the above-mentioned renewals, if upon consultation with the affected departments s/he determines such renewal to be in the City's best interest and the form of the renewal document is approved by the City Attorney.