



City of Greensboro

Melvin Municipal
Office Building
300 W. Washington Street
Greensboro, NC 27401

Agenda Report

File Number: 2021-516

Agenda Item# G.13.

Agenda Date: 12/21/2021 **Department:** Financial & Administrative Services

Meeting Type: Council Meeting **Category:** Consent Agenda

Title: 2021-516 Resolution approving a Contract for Uniform Rental Services with UniFirst Corporation in the amount of \$111,900.00 for the Coliseum, Field Operations, Finance & Administrative Services, and Fire Departments.

Council Priority: Place an 'x' in the box.

- ☐ Create an Environment to Promote Economic Development Opportunities and Job Creation
- ☐ Maintain Infrastructure and Provide Sustainable Growth Opportunities
- ☐ Promote Public Safety & Reduce Crime
- ☐ Exceptional Customer Service and a Diverse City Government Workforce
- ☒ Ensure Fiscal Stewardship, Transparency, & Accountability

Council District: All

Public Hearing: No

Advertising Date/By: n/a/by City Clerk

Contact 1 and Phone: Marlene Druga, X2094

Contact 2 and Phone: Chris Payne, X2077

PURPOSE:

The Coliseum, Field Operations, Fire, and Finance & Administrative Services Department is requesting funding for a three-year contract for Uniform Rental Services.

BACKGROUND:

Uniform Rental Services have been provided to Coliseum, Field Operations Landfill, Equipment Services Division Garage, and Fire Department Garage employees since 2012. The current contract with UniFirst Corporation expired on November 30, 2021. Procurement Services issued a Request for Proposals (RFP) to establish a new contract. The RFP was solicited under Event Number 10400 using the Greensboro e-Procurement System (GePS). The GePS solicitation was sent to 520 vendors. The MWBE office was consulted and there were two potential MWBE firms available to provide this service and they were notified directly of Event 10400. The City received two responsive bids for this service.

The two responsive bids were reviewed and scored by a committee of six, which consisted of the Coliseum, Equipment Services, Field Operations, Fire, Procurement Services and MWBE employees. The committee evaluated the bids on price, experience, references and proposal responsiveness. UniFirst Corporation was selected as the best value and is a local vendor.

BUDGET IMPACT:

Funding for this contract is budgeted for the Coliseum, Field Operations, Finance & Administrative Services, and Fire Departments in an estimated annual amount of \$37,300.00, with a total potential contract award amount of \$111,900.00.

ACCOUNT NUMBER:

\$31500.00; 521-7535-07.5421 (Coliseum)
\$7,500.00; 521-7535-03.5421 (Coliseum)
\$7,500.00; 521-7535-04.5421 (Coliseum)
\$10,500.00; 521-7535-06.5421 (Coliseum)
\$7,500.00; 522-7535-07.5421 (Tanger Center)
\$1,800.00; 522-7535-03.5421 (Tanger Center)
\$1,500.00; 522-7535-04.5421 (Tanger Center)
\$4,500.00; 522-7537-06.5421 (Tanger Center)
\$3,600.00; 101-4005-01.5421 (Fire)
\$30,000.00; 680-1005-05.5421 (Finance & Administrative Services)
\$2,400.00; 101-4301-07.5421 (Field Operations)
\$3,600.00; 551-4306.01.5421 (Field Operations)

RECOMMENDATION / ACTION REQUESTED:

It is recommended that City Council approve the contract in the Amount of \$111,900.00 with UniFirst Corporation for Uniform Rental Services.