



FINANCIAL & ADMINISTRATIVE SERVICES

DATE: December 9, 2021

TO: Larry Davis, Assistant City Manager

FROM: Arthur Buckaloo, Contracts Analyst

DEPARTMENT: Financial & Administrative Services
Procurement Services Division

SUBJECT: Approval to execute Contract 2021-10953 for Uniform Rental Services for various City Departments

Solicitation:

Procurement Services solicited on behalf of the Coliseum, Field Operations, Finance & Administrative Services, and Fire Departments., a three-year contract for Uniform Rental Services under GePS event number 10400. The event received two responsive bids. An evaluation committee reviewed the responsive bids, and the committee determined the contract should be awarded to UniFirst Corporation.

Recommendation:

The Procurement Services Division concurs with the recommendation of the evaluation committee to award this contract to the best value and qualified bidder, UniFirst Corporation at the estimated annual cost of \$37,300.00.

Outreach:

- There were 520 vendors solicited through GePS.
- Two potential M/WBE firms were sent direct notification of Event 10400
- UniFirst Corporation. is not a registered HUB vendor.

Financial information:

- Account numbers: 521-7535-07.5421; 521-7535-03.5421; 521-7535-04.5421; 521-7535-06.5421; 522-7535-07.5421; 522-7535-03.5421; 522-7535-04.5421; 522-7537-06.5421; 101-4005-01.5421; 680-1005-05.5421; 101-4301-07.5421; 551-4306.01.5421
- Contract Term: February 1, 2022 through January 31, 2025
- FY22
- Estimated annual contract value: \$37,300.00
- Estimated lifetime contract award amount: \$111,900.00

Attachment