



**Board Administrative Committee  
December 9, 2019**

**SUBJECT:**

Approve and Authorize a Five-Year Agreement with Aramark Uniform & Career Apparel, LLC to Provide Uniform Services in the Full-Term, Not-to-Exceed Total of \$615,000

**BACKGROUND:**

On October 10, 2019, Procurement staff received proposals under RFP No. 3189 for District Uniform Services. A total of two proposals were received, with Aramark Uniform & Career Apparel, Limited Liability Corporation (Aramark) of Riverside, California, submitting the lowest cost, and highest scoring response.

Uniform services are provided in support of approximately 290 employees and are managed and administered through the District’s Warehouse. Pick-up and delivery service is provided at each regional water reclamation facility as well as at the District’s headquarters in Perris, California. Additional services under the proposed agreement include the provision of rubber-backed floor mats at all occupied locations, shop towels, and other miscellaneous garments and laundering services.

Uniforms issued to employees in work environments with high laundering requirements as well as those with the potential for exposure to pathogens, or otherwise required by regulations, receive uniform care provided through the District’s contracted services provider. Conversely, the District’s Uniform Policy provides that work groups not meeting the aforementioned conditions receive District issued uniforms and are responsible to launder the garments themselves. Currently, approximately 200 uniformed employees are provided full laundering service, with the balance of uniforms maintained at home. This approach has been successful in reducing District costs, and includes a reduction in contract administration and handling.

**Evaluation of Proposals**

The evaluation of proposals submitted in response to RFP No. 3189 involved a detailed consideration of costs, contractual exceptions, qualifications and experience, implementation schedule, work plan, performance history, and safety record. Also, specifications within the solicitation required inclusion of a uniform maintenance and loss program in which damaged, lost, or irreparable uniforms are replaced by the service provider immediately upon request. The evaluation results are summarized in the following table.

**UNIFORM SERVICES EVALUATION WEIGHTED SUMMARY**

Evaluation Criteria	Aramark	Prudential Overall Supply
---------------------	---------	---------------------------

Price	3.00 \$2,008 per Week	1.84 \$3,280 per Week
Exceptions	.15	.25
Qualifications & Experience	1.20	.68
Implementation	1.24	.90
Work Plan	2.55	1.50
Performance History	.40	.29
<b>Total</b>	<b>8.54</b>	<b>5.45</b>

As part of the evaluation process, staff requested sample sets of uniforms from each firm for comparison and review. In addition, the evaluation team consisting of representatives from the Water Reclamation, Warehouse, and Purchasing departments, conducted site visits to both Aramark and Prudential's cleaning and distribution facilities. The team was particularly impressed with Aramark's state-of-the-art laundry operations located in Riverside, California. Processes at this location include five quality control inspection points, a highly automated laundering and sorting system, a three-stage steam tunnel for pressing uniforms, and a large inventory stockroom.

Expenditures under the District's current uniform services contract have averaged approximately \$124,968 per year, with projected full-term expenditures totaling \$624,840. Similar expenditures under the recommended agreement with Aramark are anticipated, with costs totaling \$123,000 per year, not-to-exceed a total of \$615,000 over the full, five-year term.

Pricing under the agreement will remain fixed for the first year of the recommended term, with subsequent adjustments limited to changes in the Consumer Price Index (CPI) and limited to three percent per year. Additionally, the recommended total includes a ten percent contingency accounting for additional staffing or changes in uniform requirements. Pending Board authorization, staff anticipates the exchange of uniforms and transition of services to occur throughout the month of February, 2020.

**FINANCIAL IMPACT:**

Funding for this item is provided for in the Biennial Budget for Fiscal Years 2019-20 and 2020-21.

**STRATEGIC PLANNING GOAL/OBJECTIVE:**

Ensure financial stability and demonstrate responsible stewardship of public funds.

**ENVIRONMENTAL IMPACT:**

None

**RECOMMENDATION:**

Approve and authorize the award of a five-year contract with Aramark Uniform & Career Apparel, LLC to provide uniform services in the full-term, not-to-exceed total of \$615,000.

**SUBMITTED BY:**



Paul D. Jones II, P.E., General Manager

12/2/2019



Laura Nomura, Deputy General Manager

11/27/2019

12/11/19 Board Meeting

Staff Contact: Dan Howell, Jeff Wasserman