

# City of Sacramento

## Legislation Text

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**File #:** 2019-01084, **Version:** 1

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**Title:**

**Contract: Mission Linen Supply [Published for 10-Day Review 08/15/2019]**

File ID: 2019-01084

**Location:** Citywide

**Recommendation:**

Pass a Motion authorizing the City Manager or the City Manager's designee to execute a two-year contract with three one-year renewal options, effective August 28, 2019, for uniform rental and cleaning services with Mission Linen Supply (Mission), for a not-to-exceed amount of \$2.5 million during the term of the contract.

**Contact:** Gary O'Neill, Program Analyst, (916) 808-7432; Robert C. Adams, Procurement Services Manager, (916) 808-5524, Department of Finance.

**Presenter:** None

**Attachments:**

- 1-Description/Analysis
- 2-Contract
- 3-Annual Cost of Linens and Uniforms

**Description/Analysis**

**Issue Detail:** Uniform shirts, pants, coveralls, as well as towels, mats, and other cleaning supplies, are provided to City staff members in various departments when needed to perform job duties. The current contract with Aramark Uniform and Career Apparel (Aramark) expires on September 30, 2019. On March 21, 2019, the City issued Bid No. B19061511011 for uniform rental and laundering services where Mission was determined to be the lowest responsive and responsible bidder.

**Policy Considerations:** The recommendations in this report are in accordance with the City standards for non-professional service agreements (City Code Section 3.56).

The Sacramento City Code Section 4.04.020 and Council Rules of Procedure (Chapter 7, Section E.2.d) mandate that unless waived by a 2/3 vote of the City Council, all labor agreements and all agreements greater than \$1,000,000 shall be made available to the public at least ten (10) days prior to council action. This item was published for 10-day review on August 15, 2019.

**Economic Impacts:** None.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA). CEQA Guidelines Section 15378 (b)(2). The activity is a continuing administrative or maintenance activity, such as the purchases for supplies, personnel-related actions, general policy and procedure making and is not subject to CEQA. CEQA Guidelines Section 15060(c)(3).

**Sustainability:** The contract includes a requirement to provide current environmentally friendly processing methods. Mission laundering service uses less water, less energy, and fewer chemicals than are used in home laundering. Mission also manages the discharge water in accordance with Environmental Protection Agency standards.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** The City issued Bid No. B19061511011 for uniform rental and laundering services. Bids were received from Aramark for \$417,409.90 and Mission for \$383,692.09. Mission is the lowest responsive and responsible bidder. In determining the recommended spending authority, staff reviewed the expenditure history for these items. Refer to Attachment 3 Annual Cost of Linens and Uniforms.

**Financial Considerations:** Adequate resources are available in the Fiscal Year 2019/20 Approved Budget for these items and services. Uniform rental and cleaning purchases are charged to department budgets based on use.

**Local Business Enterprise (LBE):** Mission Linen Supply meets the City's LBE requirements.