

PROCUREMENT SUMMARY

UNIFORM RENTAL SERVICES/OP4086600

1.	Contract Number: OP4086600	
2.	Recommended Vendor: Prudential Overall Supply	
3.	Type of Procurement (check one): <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: August 26, 2015	
	B. Advertised/Publicized: August 26, 2015	
	C. Pre-proposal/Pre-Bid Conference: September 9, 2015	
	D. Proposals/Bids Due: September 30, 2015	
	E. Pre-Qualification Completed: October 7, 2015	
	F. Conflict of Interest Form Submitted to Ethics: October 8, 2015	
	G. Protest Period End Date: January 27, 2016	
5.	Solicitations Picked up/Downloaded: 5	Bids/Proposals Received: 1
6.	Contract Administrator: Rommel Hilario	Telephone Number: (213) 922-4654
7.	Project Manager: Carlos Martinez	Telephone Number: (213) 922-6761

A. Procurement Background

Actions to competitively procure a new contract for Uniform Rental Services began in April 2015 with the release of a Request for Proposals (RFP) as full and open public competition to provide the services. One proposal from Prudential Overall Supply was received. Metro staff determined that the proposal from Prudential Overall Supply did not meet the SBE/DVBE and Living Wage requirements set forth in the RFP. Subsequently, the proposal was deemed non-responsive and the procurement was canceled. Metro staff reprocured the Uniform Rental Services program as an Invitation for Bid (IFB), modifying the solicitation in an effort to increase competition and attract more companies to do business with Metro.

This Board Action is to approve contract award in support of Facility Maintenance to provide uniform rental services to over 2,300 Metro represented labor employees supporting the Metro system, as well as providing vehicle seat covers and laundry services for hand towels and floor mats as outlined in IFB No. PS16407.

The IFB was issued as a competitive procurement in accordance with Metro's Acquisition Policy. The contract type is firm fixed unit price.

One amendment was issued during the solicitation phase of this IFB:

- Amendment No. 1, issued on September 21, 2015, provided bidders with pre-bid conference documents including sign in sheets, living wage rate documents, and the Planholder's list.

A pre-bid conference was held on September 9, 2015. A total of one bid was received on September 30, 2015.

Metro staff conducted a market survey to determine why there were no other bid submittals as per the Acquisition Policy and Procedures Manual. Two firms responded with the following reasons:

1. Potential bidder chose to focus on other opportunities.
2. Potential bidder could not provide a competitive bid since they did not have appropriate resources available.

Based on the market survey, it was determined that the solicitation was not restrictive and the decisions not to bid were based on individual business considerations as affirmed by the responses. Adequate competition exists as the solicitation was performed in an environment where all bidders believed that competition was available. Based on the market survey, there is no evidence that a new procurement would result in a different outcome. Therefore, this solicitation can be awarded as a competitive award.

Prudential Overall Supply did not make a Small Business Enterprise commitment. Although, the solicitation originally included two, one year options, staff is only recommending the base three-year award.

B. Evaluation of Bids

This procurement was conducted in accordance, and complies with, standard Procurement policies and procedures for a competitive sealed bid. One bid was received from the incumbent, Prudential Overall Supply. The firm was determined to be responsive, responsible and qualified to perform the required services based on the IFB’s minimum requirements and technical evaluation by the Project Manager. Reference checks were conducted which resulted in positive remarks.

C. Cost/Price Analysis

The recommended pricing for the contract is determined to be fair and reasonable based on price analysis, historical comparison with the current contract pricing, and technical evaluation. Prudential’s bid price utilizes the same unit prices as the current contract. Adequate competition existed as the solicitation was conducted in a competitive environment where multiple firms were capable of submitting bids.

BIDDER	BID AMOUNT	METRO ICE*	AWARD AMOUNT
Prudential Overall Supply	\$3,108,087	\$1,858,174\$2,566,853	\$3,108,087

* The ICE amount for this IFB solicitation took into consideration the previous solicitation proposal received for a three year base total of \$1,675,033. That solicitation was cancelled as the proposer did not meet the SBE/DVBE and Living Wage requirements set forth in the RFP. However, staff subsequently learned the proposer made an error in the pricing under the previous solicitation, but staff was not aware of the error at the time the ICE was prepared. The ICE would be adjusted to \$2,566,853.

D. Background on Recommended Contractor

Prudential Overall Supply is an American company with headquarters in Commerce, California. The company was founded in 1932 as a uniform and textile laundry service, serving industrial clients such as automotive production facilities. The company currently serves municipal, industrial and service industry companies. Prudential Overall Supply specializes in offering a variety of uniform programs and is a supplier of facility services and industrial products such as dust control mops, towels, mats, restroom supplies and paper products. Prudential Overall Supply customers' includes more than 300 companies that have been utilizing the company's services for more than 35 years. In addition to currently providing the service to Metro, they also provide uniforms to the Orange County Transportation Authority.