

**Board Report**

File #: 2015-1166, **File Type:** Contract**Agenda Number:** 48.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
SEPTEMBER 17, 2015****SUBJECT: UNIFORM RENTAL SERVICES****ACTION: APPROVE CONTRACT MODIFICATION****RECOMMENDATION**

AUTHORIZING the Chief Executive Officer to execute Modification No. 8 to Contract OP30002227 for **Uniform Rental services with Prudential Overall Supply** in the amount of \$780,000 increasing the contract value from \$3,735,029 to \$4,515,029. This modification also extends the period of performance through June 30, 2016.

This contract provides on-going uniform rental services, vehicle seat covers, and laundry services for hand towels and floor mats.

ISSUE

Per the current ATU and TCU Collective Bargaining units' agreements, Metro is required to provide each of the units' employees up to 11 uniforms per employee, as well as provide laundry services for such regulation uniforms.

The existing uniform rental services Contract OP30002227 with Prudential Overall Supply will expire on November 30, 2015. However, in March 2015, the scope of work was expanded to include 146 additional Metro represented labor employees to receive flame resistant (FR) garments to ensure compliance with safety requirements. Therefore, there are insufficient funds remaining within the current contract and additional funding is required to continue providing the necessary uniforms.

Although procurement actions were initiated months ago to replace the current contract and award a new contract, a single proposal was received that did not meet Metro's DBE goal or good faith efforts, and living wage requirements. Therefore, the proposal was deemed technically unacceptable and the procurement was cancelled. Considering the type of service being provided, a new modified solicitation is being issued in the near term in an effort to increase competition and attract more companies to do business with Metro.

To avoid uniform rental service interruption, a contract modification is required to extend the period of performance and increase contract expenditure authority while the new procurement processes are completed.

DISCUSSION

Beginning April 2011, 91 Metro represented labor employees were issued FR garments, as well as additional towels and mats were added to this contract. As of February 2013, the Metro uniform program location list was modified to add Metro's Expo Phase I Line and provide uniform rental services to Metro's represented labor employees supporting work along the Expo Line. Furthermore, as of March 2015, an additional 146 Metro represented labor employees were issued FR garments. These actions were taken to ensure compliance with safety requirements and provide a safe and clean working environment to Metro employees and the public.

Currently under this contract, uniform rental services are provided to over 2,300 Metro represented labor employees, as well as providing vehicle seat covers and laundry services for hand towels and floor mats.

To avoid service interruptions, continue providing the necessary uniform rental program and services, and allow sufficient time to perform all necessary administrative processes associated with contract closeout and changeover, a contract modification is required to extend the period of performance through June 30, 2016 and increase contract expenditure authority while all related procurement actions are completed.

DETERMINATION OF SAFETY IMPACT

The approval of this item will ensure the supply of uniforms that clearly identify Metro represented labor employees and continue delivering safe, quality, on-time and reliable services system-wide.

FINANCIAL IMPACT

Funding of \$780,000 for this contract is included in the F16 budget in multiple maintenance cost centers, account - 50215 (F/B Uniforms), projects 306002 (Bus Operations), 300022 (Blue Line Operations), 300033 (Green Line Operations), 300044 (Red Line Operations), 300055 (Gold Line Operations), 301012 (Orange Line Operations), and 300066 (Expo Line).

Impact to Budget

The current year funding for this action will come from the Enterprise operating fund. The source of funds for this procurement will come from Federal, State and local funding sources that are eligible for Bus and Rail Operating or Capital Projects. These funding sources will maximize the use of funds for these activities. This activity is part of Metro's on-going maintenance costs.

ALTERNATIVES CONSIDERED

Staff considered purchasing uniforms, hand towels, mats, and vehicle seat covers, along with providing in-house laundry services. This would require the hiring and training of additional personnel, purchase of additional equipment, vehicles, and supplies to support the expanded responsibility. Staff's assessment indicates this is not a cost-effective option for Metro.

NEXT STEPS

Upon Board approval, staff will execute Modification No. 8 with Prudential Overall Supply under the current Contract OP30002227 to continue providing uniform rental and laundry program services until the replacement contract begins.

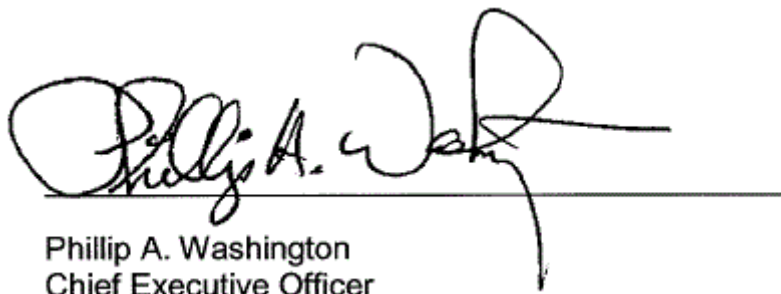
ATTACHMENTS

Attachment A - Procurement Summary
Attachment B - Contract Modification/Change Log

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