

**Meeting Date (?)** 08/16/2016

**Subject Matter\* (?)** Award of a Two Year Price Agreement for Employee Uniforms  
This must match rolling agenda entry

**Department of Origin\*** FINANCE

**Submitted By\*** Joe Hegwood

**Type of Meeting\***  BCD  Special  Regular

**Classification\***  Public Hearing  Consent  Statutory  Regular

**Ordinance\***  None  First Read  Second Read  First & Only Read

**Strategic Initiative\***  Public Safety  Service  
 Economic Development  Infrastructure  
 Quality of Life

**Agenda Item Description\*** Consider awarding a two (2) year price agreement for Employee Uniform Rentals/Lease and Direct Miscellaneous Uniform Purchases with G & K Services, Inc. of Bryan, Texas in a not to exceed amount of \$81,006.72.

**Summary Statement\*** On June 15, 2016, two (2) bids were received through the sealed competitive bid process for an Annual Price Agreement for Employee Uniform Rental/Lease and Direct Miscellaneous Uniform Purchases. The bid providing the best value to the City was the lowest bid as submitted by G & K Services, Inc., in the amount of \$81,006.72.

The other bid received was from the City's current provider, Unifirst Holdings, LP, in the amount of \$106,338.52; therefore by awarding to G & K Services the City should realize a savings of \$25,331.80 or approximately twenty-four percent (24%) over the two (2) year agreement.

Previous spending for this service has been :

7/1/14 – 6/30/15 \$39,048.14  
7/1/15 – 6/30/16 \$46,562.88.

A change order dated June 30, 2016, increased the current contract time by ninety one (91) days and increased the contract by \$5,594.10 (10%). This change order was to allow sufficient time for the new agreement with G & K Services, Inc. to be approved by the City Council and provide G & K Services enough time to measure all personnel and order new uniforms.

This price agreement requires uniforms to be supplied on an “as needed” basis and will service the needs of various City departments (Environmental Services, Facility Services, Fleet Services, Parks & Recreation, Traffic, Transportation, and Water Services). Work uniforms are supplied to specific employees in an effort to provide continuity and consistency in the workplace. Uniforms also are used to identify City employees so citizens and customers can easily recognize City employees. In essence, uniforms serve several purposes, including enhancing the City’s image and identifying City employees. In some instances, a uniform also ensures an employee’s clothing does not interfere with being able to perform the job in a safe manner.

Under the “rental” program, the service provider is required to provide a total of eleven (11) sets of garments per employee with full service repair/replacement and cleaning by the service provider. The “lease” program provides a total of seven (7) sets of garments per employee with full service repair/replacement by the service provider and cleaning by the employee. The City reserves the right to select either the rental and/or lease program for employee uniforms.

**Staff Analysis & Recommendation\*** Fiscal/Purchasing Services respectfully request the City Council approve a two (2) year price agreement with G & K Services, Inc. of Bryan, Texas in a not to exceed amount of \$81,006.72.

**Options\***

(In Suggested Order of Staff Preference)

1. Approve the bid
2. Do not approve the bid
3. Direct staff to re-bid

**Funding Source\***

As budgeted in various City department uniform accounts (General Fund and Enterprise Funds)

**Attachments**

RFB#16-045 Bid Tabulation.pdf

80.17KB

Please detail attachments and note attachments available for viewing in City Secretary's Office:

1. Bid tabulation

**Dept. Head Signature**



JOE HEGWOOD

**Deputy City Manager  
Signature**



Hugh R. Walker

**City Manager Signature**



**City Attorney Signature**



Janis K. Hampton