

# REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	06/25/12	Open	Action	05/25/12

Subject: Awarding a Contract for Purchase of Employee Uniforms to Sacramento Uniforms

## ISSUE

Whether or not to Award a Contract for Purchase of Employee Uniforms to Sacramento Uniforms.

## RECOMMENDED ACTION

Adopt Resolution No. 12-06-\_\_\_\_, Award a Contract for Purchase of Employee Uniforms to Sacramento Uniforms.

## FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	0.00
Budget Source:	Operating	Next FY:	\$	71,873.30
Funding Source:	Local	Annualized:	\$	74,577.65
Cost Cntr/GL Acct(s) or Capital Project #:	GL 630013 CC (see below)	Total Amount:	\$	223,732.94
Total Budget:	\$			

Employee Uniforms		
Transportation	32.630013	\$ 159,854.95
Light Rail	35.630013	\$ 43,563.04
Police Services	36.630013	\$ 6,855.18
Community Bus Services	77.630013	\$ 11,291.80
Procurement	88.630013	\$ 2,167.97
	Total Operating:	\$ 223,732.94 (estimated 3-year total, excluding sales tax)

## DISCUSSION

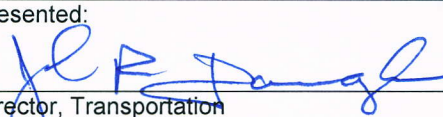
Under Resolution No. 12-04-0048, the Board authorized the solicitation of bids for a 3-year contract, with two one-year options, for the Purchase of Employee Uniforms. RT provides employee uniforms to Bus, Light Rail, and Community Bus Operators, as well as Transit Officers, Transportation Supervisors, and Procurement Clerks. These uniforms allow the public to easily recognize RT employees and standardize the appearance and professionalism projected by these employees.

Staff released the Invitation to Bid (ITB) on April 12, 2012 and publicly advertised it in publications of general circulation in accordance with RT's standard operating procedures. On May 24, 2012, the following bids were opened:

Approved:

  
General Manager/CEO

Presented:

  
Director, Transportation

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Subtotal for initial three-year contract:

- Sacramento Uniforms \$223,732.94
- Blumenthal Uniforms & Equipment \$229,260.35
- Capitol City Uniforms & Equipment \$233,392.92

Total Base Bid Price for all five years:

- Sacramento Uniforms \$389,417.40
- Blumenthal Uniforms & Equipment \$402,245.00
- Capitol City Uniforms & Equipment \$412,091.06

Blumenthal Uniforms & Equipment was deemed non-responsive because it did not submit Bid Form 7.1, Bid Declaration; Bid Form 7.3, Interests and Gratuities Certification; Bid Form 7.4, Certification Regarding RT's Form of Agreement; Bid Form 7.5, Receipt of Addenda; and Bid Form 7.6, Campaign Contribution Disclosure Form.

As set out in Section 5.2 of the ITB, RT adopted a Small Business Enterprise (SBE) participation goal of 25% of the total bid price for this Contract. The SBE program provided certified small businesses the maximum opportunity to participate in the performance of this Contract by granting a 5% price preference to Bidders meeting the SBE participation goal. Bidders meeting this participation goal were entitled to a 5% price preference on their Total Base Bid Price in the evaluation of bids. Capitol City Uniforms & Equipment submitted the required SBE certification form with its bid. According to the ITB, Section 5.2, Attachment 1, SBE Requirements, the SBE price preference was computed and applied as follows:

<u>Bidder</u>	<u>Total Bid Price</u>	<u>Price Preference</u>	<u>Price Preference Subtracted</u>	<u>SBE Preference Bid Price</u>
Sacramento Unif.	\$389,417.40 x 5% =	\$19,470.87		
Capitol City Unif.	\$412,091.06		-\$19,470.87 =	\$392,620.19

After staff applied the 5% price preference of \$19,470.87 to Capitol City Uniforms & Equipment's Total Base Bid Price of \$412,091.06, the evaluated bid price was reduced to \$392,620.09. After comparing the evaluated bid price to the Total Base Bid Price of the lowest bidder, Sacramento Uniforms is still the lowest responsive bidder.

Staff recommends that the Board award a 3-year contract, with two one-year options, to Sacramento Uniforms for Purchase of Employee Uniforms for an amount not to exceed \$223,732.94, plus applicable sales tax.

RESOLUTION NO. 12-06-\_\_\_\_\_

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

June 25, 2012

**AWARDING A CONTRACT FOR PURCHASE  
OF EMPLOYEE UNIFORMS TO SACRAMENTO UNIFORMS**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Contract between Sacramento Regional Transit District, therein referred to as "RT," and Sacramento Uniforms, therein referred to as "Contractor," whereby Contractor agrees to provide employee uniforms for a period of 3 years, with two one-year options, as specified, for an amount not to exceed \$223,732.94, plus applicable sales tax, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Contract.

\_\_\_\_\_  
BONNIE PANNELL, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary