

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	03/13/17	Open	Action	02/20/17

Subject: Authorizing the Solicitation of Proposals for the Purchase of Employee Uniforms

ISSUE

Whether to Authorize the Solicitation of Proposals for the Purchase of Employee Uniforms.

RECOMMENDED ACTION

Adopt Resolution No. 17-03-_____, Authorizing the Solicitation of Proposals for the Purchase of Employee Uniforms.

FISCAL IMPACT

There is no fiscal impact as a result of this action. The contract award, which will involve the expenditure of funds, will be presented to the Board as a future action.

DISCUSSION

RT provides employee uniforms to Bus, Light Rail, and Community Bus Operators, as well as Transit Officers, Transportation Supervisors, Transit Agents, and Procurement Department Couriers. These uniforms allow the public to easily recognize RT employees and standardize the appearance and professionalism projected by these employees. Included in this solicitation and subsequent contract will be basic uniforms, safety gear/clothing, identifying badges, and approved accessories.

Prior contract awards for employee uniforms have been for a three-year contract, with two one-year options in order to maintain continuity of service from the vendor and to minimize disruptions to uniformed employees. In 2012, the Board approved a contract with Sacramento Uniforms, which expires on July 10, 2017.

In the past, RT has conducted the uniform solicitation using an Invitation to Bid (ITB); however, with this cycle, staff wants the ability to negotiate with potential uniform suppliers more freely, which is not possible with sealed low bid procurements (ITB's). Consequently, staff is proposing to use the more flexible Request for Proposal (RFP) process to solicit for these services, which would permit RT to negotiate with proposers and consider factors beyond just price in selecting a vendor. A best value procurement (RFP) is allowed for the purchase of supplies under RT's Procurement Ordinance, Article 1.406.

Staff recommends the Board authorize the solicitation of proposals for the Purchase of Employee Uniforms.

Approved:

Presented:

Final 03/08/17

General Manager/CEO

Director, Community Bus Service

RESOLUTION NO. 17-03-_____

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

March 13, 2017

**AUTHORIZING THE SOLICITATION OF PROPOSALS FOR THE PURCHASE OF
EMPLOYEE UNIFORMS**

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

THAT, the Request for Proposals (RFP) for Purchase of Employee Uniforms is
hereby approved and authorized for release.

THAT, the Request for Proposals (RFP) be advertised pursuant to the provisions of
the RT Procurement Ordinance.

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary