



**CITY OF LODI  
COUNCIL COMMUNICATION**

**AGENDA TITLE:** Adopt Resolution Awarding Contract for Rental and Cleaning of Uniforms and Other Reusable Products to Prudential Overall Supply of West Sacramento (\$15,000±)  
**MEETING DATE:** December 17, 2003  
**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** That the City Council adopt a resolution awarding the contract for the rental and cleaning of uniforms and other reusable products for certain field and warehouse employees to Prudential Overall Supply of West Sacramento, in the amount of approximately \$15,000 per year.

**BACKGROUND INFORMATION:** At its meeting of November 5, 2003, the City Council authorized staff to go to bid for rental and cleaning of uniforms for specified employees in the Public Works, Parks, and Finance departments, as well as seat covers, rags, and floor mats used in the Fleet Maintenance Shop. The present contract will end as soon as the new contract is in place. The new contract begins upon delivery of the first uniforms by Prudential.

Bids were requested for polyester/cotton shirts and pants, 100% cotton shirts and pants, and denim pants. Employees are given a choice of the type of material they want and whether they want long- or short-sleeve shirts. Changes cannot be made during the term of the contract. Bids were provided based on the weekly cost of each item. To calculate the amounts for the tabulation of bids, it was estimated that employees would be wearing their uniforms 50 weeks per year and a set number of each bid item was used. There will be approximately 63 employees getting shirts and pants and 19 employees getting only shirts. The contract allows changes in the number of employees without additional charges and at rental rates in effect at the time of the contract. The City does not pay for uniforms when employees are on vacation, sick leave or jury duty.

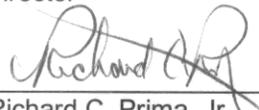
The contract is for a two-year period with an option to renew for an additional year upon mutual agreement between the City and supplier. Funds are included in the annual operating budgets of the departments/divisions using the uniforms and other rented items.

Listed below are the three bids received, calculated for a one-year period based on the formula described above. These bids are lower than those received in 2000:

<u>Bidder</u>	<u>Location</u>	<u>Bid</u>
Prudential Overall Supply	West Sacramento	\$14,979.90
Mission Linen & Uniform Supply	Sacramento	\$19,711.80
Unifirst Corporation	Stockton	\$20,454.10

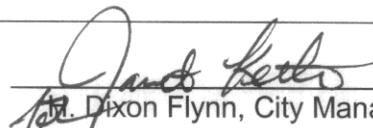
**FUNDING:** The operating accounts for the divisions using the service.

  
 Vicky McAthie, Finance Director

  
 Richard C. Prima, Jr.  
 Public Works Director

Prepared by Sharon Blaufus, Management Analyst  
 RCP/SB/pmf

cc: Randy Hays, City Attorney  
 Joel Harris, Purchasing Officer  
 Public Works Division Heads Bradley, Callahan, Beeler, Kerlin  
 Vicky McAthie, Finance Director  
 Tony Goehring, Parks & Recreation Director  
 Uniform Service Bidders

APPROVED:   
 Dixon Flynn, City Manager

RESOLUTION NO. 2003-238

A RESOLUTION OF THE LODI CITY COUNCIL AWARDING  
THE CONTRACT FOR RENTAL AND CLEANING OF  
UNIFORMS AND OTHER REUSABLE PRODUCTS

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WHEREAS, in answer to notice duly published in accordance with law and the order of this City Council, sealed bids were received and publicly opened on November 25, 2003, at 11:00 a.m. for Rental and Cleaning of Uniforms and Other Reusable Products, described in the specifications therefore approved by the City Council on November 5, 2003; and

WHEREAS, said bids have been compared, checked, and tabulated and a report thereof filed with the City Manager as follows:

<u>Bidder</u>	<u>Location</u>	<u>Bid</u>
Prudential Overall Supply	West Sacramento	\$14,979.90
Mission Linen & Uniform Supply	Sacramento	\$19,711.80
Unifirst Corporation	Stockton	\$20,454.10

WHEREAS, the City Manager recommends award of the contract for the Rental and Cleaning of Uniforms and Other Reusable Products be made to the low bidder, Prudential Overall Supply, of West Sacramento, California.

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that the award of the contract for the Rental and Cleaning of Uniforms and Other Reusable Products be made to the low bidder, Prudential Overall Supply, of West Sacramento, California, in the amount of \$14,979.90.

Dated: December 17, 2003

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I hereby certify that Resolution No. 2003-238 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 17, 2003, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hitchcock, Howard, Land, and Mayor Hansen

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON  
City Clerk

CITY COUNCIL

LARRY D. HANSEN, Mayor  
JOHN BECKMAN  
Mayor Pro Tempore  
SUSAN HITCHCOCK  
EMILY HOWARD  
KEITH LAND

CITY OF LODI  
PUBLIC WORKS DEPARTMENT

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H. DIXON FLYNN  
City Manager  
SUSAN J. BLACKSTON  
City Clerk  
RANDALL A. HAYS  
City Attorney  
RICHARD C. PRIMA, JR.  
Public Works Director

December 11, 2003

Unifirst Corporation  
Attn: Ken Wagoner  
125 E. Flora Street  
Stockton, CA 95202

Mission Linen & Uniform Service  
7520 Reese Road  
Sacramento, CA 95828-3707

Prudential Overall Supply  
545 Jefferson Blvd.  
West Sacramento, CA 95605

SUBJECT: Adopt Resolution Awarding Contract for Rental and Cleaning of Uniforms and Other Reusable Products to Prudential Overall Supply of West Sacramento (\$15,000±)

Enclosed is a copy of background information on an item on the City Council agenda of Wednesday, December 17, 2003. The meeting will be held at 7 p.m. in the City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the consent calendar and is usually not discussed unless a Council Member requests discussion. The public is given an opportunity to address items on the consent calendar at the appropriate time.

If you wish to address the Council at the Council Meeting, be sure to fill out a speaker's card (available at the Carnegie Forum immediately prior to the start of the meeting) and give it to the City Clerk. If you have any questions about communicating with the Council, please contact Susan Blackston, City Clerk, at (209) 333-6702.

If you have any questions about the item itself, please call Sharon Blaufus, Management Analyst, at (209) 333-6800, extension 6011.



for: Richard C. Prima, Jr.  
Public Works Director

RCP/pmf

Enclosure

cc: City Clerk