



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Adopt Resolution Authorizing City Manager to Execute Extension of Agreement with Cintas, of Stockton, for Rental and Cleaning of Uniforms for Certain Field and Warehouse Employees (\$78,000)

MEETING DATE: August 21, 2013

PREPARED BY: Public Works Director

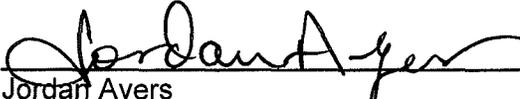
RECOMMENDED ACTION: Adopt resolution authorizing City Manager to execute extension of agreement with Cintas, of Stockton, for rental and cleaning of uniforms for certain field and warehouse employees, in the amount of \$78,000.

BACKGROUND INFORMATION: The contract, which provided for up to three one-year extensions, was awarded to Cintas per Resolution No. 2011-69 and expired on June 30, 2013. The resolution authorized the City Manager to execute the extensions. However, the contract is on a price-per-unit basis, and Cintas is asking for an increase in pricing, which was not included in the original contract. The contract extension would extend the contract through June 30, 2014, and allow for an increase in the contract prices based on the Consumer Price Index (CPI), not to exceed 5 percent. The contract includes uniforms for the Facilities Services, Fleet Services, Streets, Water/Wastewater, Community Center and Parks divisions employees, as provided in the memorandums of understanding. Seat covers, rags, towels and floor mats used in the divisions are also a part of the contract.

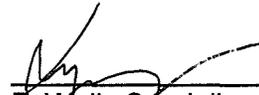
The contract is on a price-per-unit basis and the total contract price amount may fluctuate dependent on employee turnover and changes to employees' uniforms, such as size or style. Staff recommends the extension to the contract with allowance for a CPI escalator, for an amount not to exceed \$78,000.

FISCAL IMPACT: The annual contract amount is anticipated to be approximately \$68,000 with a not-to-exceed amount of \$78,000

FUNDING AVAILABLE: Uniforms and other items are budgeted in the appropriate operating accounts (103511, 260561, 3215011, 170401, 170403, 180451, 345525, 347316, 347313, 347312, 347211).



Jordan Ayers
Deputy City Manager/Internal Services Director

FOR 

F. Wally Sandelin
Public Works Director

Prepared by Rebecca Areida-Yadav, Management Analyst
FWS/RAY/pmf

APPROVED: 

Konradt Bartlam, City Manager

CONTRACT EXTENSION AGREEMENT
FOR UNIFORM RENTAL SERVICES

THIS CONTRACT EXTENSION AGREEMENT, made and entered into this ____ day of _____, 2013, by and between the CITY OF LODI, a municipal corporation, hereinafter called "Renter", and CINTAS, hereinafter called "Contractor."

1. CONTRACT EXTENSION: Contractor and Renter, entered into a contract for uniform rental services, on July 1, 2011, providing that the contract could be extended by mutual agreement.
2. TERM AND TERMS: The term of this Contract Extension Agreement shall be for a period of twelve (12) months, commencing July 1, 2013 and terminating June 30, 2014. All other terms will remain as set forth in the Contract Agreement attached as Exhibit A.
3. PRICES: Prices may be increased annually in a percentage amount equal to the annual change in the Consumer Price Index for all Urban Consumers for San Francisco-Oakland-San Jose, California, All Items (1982-84+100) for the twelve month period ending December 31 of the preceding calendar year, not to exceed 5% with total contract amount not to exceed \$78,000.

IN WITNESS WHEREOF, Renter and Contractor have executed this Contract Extension Agreement on the date and year first above written.

CITY OF LODI, a municipal corporation
hereinabove called "Renter"

CINTAS, hereinabove called "Contractor"

KONRADT BARTLAM, City Manager

Attest:

RANDI JOHL-OLSON, City Clerk

Approved as to Form:



D. STEPHEN SCHWABAUER, City Attorney

**UNIFORM RENTAL SERVICES
2011-2013**

CONTRACT

CITY OF LODI, CALIFORNIA

THIS CONTRACT made by and between the CITY OF LODI, State of California, herein referred to as the "City," and "CINTAS", herein referred to as the "Contractor."

WITNESSETH:

That the parties hereto have mutually covenanted and agreed, and by these presents do covenant and agree with each other, as follows:

The complete Contract consists of the following documents, on file in the Public Works Department, which are incorporated herein by this reference, to-wit:

- Notice Inviting Bids
- Information to Bidders
- General Provisions
- Special Provisions
- Bid Proposal
- Contract

All of the above documents, sometimes hereinafter referred to as the "Contract Documents," are intended to cooperate so that any work called for in one and not mentioned in the other is to be executed the same as if mentioned in all said documents.

ARTICLE I - That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the City and under the condition expressed in the two bonds bearing even date with these presents and hereunto annexed, the Contractor agrees with the City, at Contractor's cost and expense, to do all the work and furnish all the materials except such as are mentioned in the specifications to be furnished by the City, necessary to construct and complete in a good workmanlike and substantial manner and to the satisfaction of the City the proposed improvements as shown and described in the Contract Documents which are hereby made a part of the Contract.

ARTICLE II - The City hereby promises and agrees with the Contractor to employ, and does hereby employ, the Contractor to provide all materials and services not supplied by the City and to do the work according to the terms and conditions for the price herein, and hereby contracts to pay the same as set forth in Section 5.600, "Measurement, Acceptance and Payment," of the General Provisions, in the manner and upon the conditions above set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE III - Deleted

ARTICLE IV - And the Contractor agrees to receive and accept the following prices as full compensation for furnishing all materials and for doing all the work contemplated and embraced in this agreement; also for all loss or damage arising out of the nature of the work aforesaid or from the action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its acceptance by the City, and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work and for well and faithfully completing the work, and the whole thereof, in the manner and according to the Contract Documents.

CONTRACT ITEMS

CONTRACT ITEM 1. SHIRTS

ITEM TYPE, DESCRIPTION	Column A UNIT COST PER WEEK (1 unit =5 items/week)	Column B EMPLOYEE COUNT	ITEM COST PER WEEK (Column A x Column B)
50/50 POLYESTER/COTTON SHORT SLEEVE POLO SHIRTS WITH POCKET	\$ 3.30	25	\$ 82.50
LONG SLEEVE 65/35 POLYESTER/COTTON BLEND SHIRT, WITH POCKET (KHAKI, BLUE, ETC.)	\$ 3.30	10	\$ 33.00
SHORT SLEEVE 65/35 POLYESTER/COTTON BLEND SHIRT, WITH POCKET (KHAKI, BLUE, ETC.)	\$ 3.30	10	\$ 33.00
LONG SLEEVE 65/35 POLYESTER/COTTON BLEND SHIRT, ORANGE IN COLOR, WITH POCKET	\$ 3.30	9	\$ 29.70
SHORT SLEEVE 65/35 POLYESTER/COTTON BLEND SHIRT, ORANGE IN COLOR, WITH POCKET	\$ 3.30	8	\$ 26.40
LONG SLEEVE 100% COTTON SHIRT, ORANGE IN COLOR, WITH POCKET	\$ 3.63	4	\$ 14.52
SHORT SLEEVE 100% COTTON SHIRT, ORANGE IN COLOR, WITH POCKET	\$ 3.63	4	\$ 14.52
SHORT SLEEVE 100% COTTON SHIRT, KHAKI IN COLOR, WITH POCKET	\$ 3.63	1	\$ 3.63
LONG SLEEVE 100% COTTON SHIRT KHAKI IN COLOR, WITH POCKET	\$ 3.63	1	\$ 3.63
MAKE UP CHARGES FOR SEASONAL CHANGES (IF ANY) PER ITEM	\$ 1.50	1	\$ N/A
TOTAL CONTRACT ITEM 1. PER WEEK			\$ 240.90

CONTRACT ITEM 2. PANTS

ITEM TYPE, DESCRIPTION	DESCRIPTION ITEM NUMBER	Column A UNIT COST PER WEEK (1 unit =5 items/Week)	Column B EMPLOYEE COUNT	ITEM COST (Column A x Column B)
14.5 OZ. PRE-SHRUNK COTTON DENIM JEANS (RELAXED FIT OR REGULAR FIT)	Brand: CARHARTT	\$ 4.95	53	\$ 262.35
PANTS 65/35 POLY/COTTON	945	\$ 3.08	6	\$ 18.48
PANTS 65/35 POLY/COTTON CARGO	270	\$ 3.85	12	\$ 46.20
	TOTAL CONTRACT ITEM 2. PER WEEK			\$ 327.03

CONTRACT ITEM 3. JACKETS & COVERALLS

ITEM TYPE AND DESCRIPTION	DESCRIPTION ITEM NUMBER	Column A UNIT COST PER WEEK (1 unit =1 items/Week)	Column B TOTAL COUNT	ITEM COST (Column A x Column B)
WAIST LENGTH JACKET 65/35 POLY/COTTON TWILL, QUILTED LINING. TWO (2) JACKETS PER EMPLOYEE (8 EMPLOYEES)	677 PERMA-LINED SPORT JACKET	\$ 1.00	16	\$ 16.00
COVERALLS FLAME RESISTANT NFPA-70E LEVEL 2 COMPLIANT TWO (2) PER EMPLOYEE (2 EMPLOYEES)	82302 INDURA ULTRA-SOFT COVERALLS	\$ 1.58	4	\$ 6.32
	TOTAL CONTRACT ITEM 3. PER WEEK			\$ 22.32

CONTRACT ITEM 4. FLOOR MATS, RAGS, & MISCELLANEOUS

ITEM TYPE, DESCRIPTION	DESCRIPTION	UNIT COST PER ITEM PER WEEK	UNIT COUNT	TOTAL COST COUNT TIMES UNIT COST
RAGS, 18X18 WIPERS (BAG OF 25)	2160	\$ 0.14	300	\$ 42.00
BAR TOWELS (BAG OF 25)	2700 & 2702	\$ 0.15	225	\$ 33.75
3X5 FLOOR MATS, WEEKLY CHANGE CONSISTS OF COLLECTION OF FLOOR MATS AND DELIVERY	84335	\$ 3.00	20	\$ 60.00
4X6 FLOOR MATS, WEEKLY CHANGE CONSISTS OF COLLECTION OF FLOOR MATS AND DELIVERY	84435	\$ 4.00	9	\$ 36.00
3X10 FLOOR MATS, WEEKLY CHANGE CONSISTS OF COLLECTION OF FLOOR MATS AND DELIVERY	84035	\$ 5.00	3	\$ 15.00
DRY MOP 36-INCH		\$ 1.20	1	\$ 1.20
	TOTAL CONTRACT ITEM 4. PER WEEK			\$ 187.95

CONTRACT ITEM 5. PATCHES & EMBROIDERING

ITEM TYPE, DESCRIPTION	DESCRIPTION	UNIT COST PER ITEM	UNIT COUNT	TOTAL COST COUNT TIMES UNIT COST
SUPPLY AND ATTACH PUBLIC WORKS AND/OR PARKS DEPARTMENT SHOULDER PATCH	SHOULDER PATCH	\$ 5.00*	988	\$ 4,940.00
SUPPLY AND ATTACH NAME PATCH	EMPLOYEE NAME	\$ 1.50*	988	\$ 1,482.00
COST TO EMBROIDER "CITY OF LODI" AND EMPLOYEE NAME ON POLO SHIRTS	EMBROIDERY	\$ 3.50*	273	\$ 955.50
<i>*One Time Service Only; Not a weekly item.</i>	TOTAL CONTRACT ITEM 5.			\$ 7,377.50

CONTRACT TOTALS ITEMS 1, 2, 3, 4 and 5.	
TOTAL CONTRACT ITEM 1. PER WEEK	\$ 240.90
TOTAL CONTRACT ITEM 2. PER WEEK	\$ 327.03
TOTAL CONTRACT ITEM 3. PER WEEK	\$ 22.32
TOTAL CONTRACT ITEM 4. PER WEEK	\$ 187.95
SUBTOTAL ITEMS 1., 2., 3., & 4.	\$ 778.20
SUBTOTAL WEEKLY COST	\$ 778.20
TOTAL BIENNIAL COST (WEEKLY COST X 104)	\$ 80,932.80
SALES TAX (IF APPLICABLE)	\$ N/A
TOTAL CONTRACT ITEM 5. (ONE TIME ONLY)	\$ 7,377.50
GRAND TOTAL (TOTAL BIENNIAL COST PLUS TOTAL CONTRACT ITEM 5.)	\$ 88,310.30

90,465.30/yr

OPTIONAL CONTRACT ITEM (Not Counted in Contract Total)

ITEM TYPE, DESCRIPTION, & (APPROXIMATE COUNT)	BIDDERS DESCRIPTION	COST PER ITEM	TOTAL COST
SUPPLY 3 UNITS DOUBLE HEIGHT LOCKERS APPROXIMATELY 2.5' WIDE FOR EIGHT LOCKERS	Rental	\$ 2.50	\$ 7.50

ARTICLE V - By my signature hereunder, as Contractor, I certify that I am aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

ARTICLE VI - It is further expressly agreed by and between the parties hereto that, should there be any conflict between the terms of this instrument and the Bid Proposal of the Contractor, then this instrument shall control and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

ARTICLE VII – Deleted

ARTICLE VIII - The Contractor agrees to commence work pursuant to this contract within 15 calendar days after the City Manager has executed the contract and to diligently prosecute to completion within 731 WORKING DAYS. Start date is July 1, 2011, and end date is June 30, 2013. By mutual agreement, the supplier and City may enter into an agreement for up to three (3) one-year extensions of this contract upon the same terms and conditions set forth herein.

WHEN SIGNING THIS CONTRACT, THE CONTRACTOR AGREES THAT THE TIME OF COMPLETION FOR THIS CONTRACT IS REASONABLE. THERE ARE NO LIQUIDATED DAMAGES ASSOCIATED WITH THIS CONTRACT.

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hands the year and date written below.

CONTRACTOR:

CITY OF LODI

Cintas Corporation

By: [Signature]
Konradt Bartlam
City Manager

By: [Signature]

Date: 6-8-11

Uniform Sales Representative
Title

Attest:
[Signature]
Randi Jehl
City Clerk

(CORPORATE SEAL)

Approved as to form:
[Signature]
D. Stephen Schwabauer
City Attorney

RESOLUTION NO. 2013-152

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING
AND AUTHORIZING THE CITY MANAGER TO EXECUTE
EXTENSION OF AGREEMENT WITH CINTAS, OF STOCKTON,
FOR RENTAL AND CLEANING OF UNIFORMS FOR CERTAIN
FIELD AND WAREHOUSE EMPLOYEES

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WHEREAS, the contract for the rental and cleaning of uniforms for certain field and warehouse employees was awarded to Cintas per Council Resolution 2011-69 and expired on June 30, 2013; and

WHEREAS, the contract provided for 3 one-year extensions; and

WHEREAS, the resolution authorized the City Manager to execute extensions to the contract, however, Cintas is asking for an increase in pricing, which was not included in the original contract; and

WHEREAS, the contract extension will extend the contract through June 30, 2014, and allow for an increase in the contract prices based on the Consumer Price Index (CPI), not to exceed 5 percent; and

WHEREAS, the contract is on a price-per-unit basis and the total contract price amount may fluctuate dependent on employee turnover and changes to employees' uniforms, such as size or style; and

WHEREAS, staff recommends the extension to the contract with allowance for a CPI escalator for an amount not to exceed \$78,000.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the one-year extension of the agreement with Cintas, of Stockton, California, for the rental and cleaning of uniforms for certain field and warehouse employees, in an amount not to exceed \$78,000; and

BE IT FURTHER RESOLVED that the City Council does hereby authorize the City Manager to execute this extension and two subsequent one-year extensions with allowances for an increase in the contract prices based on the Consumer Price Index, not to exceed 5 percent.

Dated: August 21, 2013

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I hereby certify that Resolution No. 2013-152 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 21, 2013, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Johnson, Katzakian, Mounce, and Mayor Nakanishi

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



RANDI JOHL-OLSON
City Clerk