

RESOLUTION NO. 2008-146

AUTHORIZING CONTRACT NO. 2008-161 WITH ARROW UNIFORM FOR THE RENTAL AND MAINTENANCE OF SHOP UNIFORMS FOR A PERIOD OF THREE (3) YEARS WITH AN OPTION FOR TWO ADDITIONAL ONE (1) YEAR PERIODS IN AN AMOUNT NOT TO EXCEED \$556,500.00 FOR THE BASE THREE (3) YEARS AND IN AN AMOUNT NOT TO EXCEED \$185,000.00 FOR EACH OF THE OPTION YEARS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$926,500.00 (GENERAL FUND, VARIOUS DEPARTMENT BUDGETS)

WHEREAS, The Authority per the union contract is required to provide uniforms to the union bargaining and non-bargaining maintenance employees of the Authority; and

WHEREAS, the proposal of Arrow Uniform located at 1450 Granger Road, Cleveland, Ohio 44131, for the rental and maintenance of the bargaining and non-bargaining maintenance employee uniforms for a period of three (3) years with an option for two additional one (1) year periods was received on August 13, 2008; and

WHEREAS, the General Manager/Secretary-Treasurer deems the proposal of Arrow Uniform to be the most advantageous to the Authority and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the proposal of Arrow Uniform to provide the rental and maintenance of shop uniforms for union bargaining and non-bargaining maintenance employees be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Arrow Uniform for the rental and maintenance of the union bargaining and non-bargaining uniforms for a period of three (3) years with the authority to exercise two additional one (1) year periods.


Section 3. That said contract shall be payable from the General Fund, Various Department budgets, in an amount not to exceed five hundred fifty-six thousand five hundred & 00/100 dollars (\$556,500.00) for the base three years and in an amount not to exceed one hundred eighty-five thousand & 00/100 dollars (\$185,000.00) for each option year for a total contract amount not to exceed nine hundred twenty-six thousand five hundred & 00/100 dollars (\$926,500.00).

Section 4. That said contract shall be binding upon and an obligation of the Authority, contingent upon appropriation of funds for future years; contingent upon compliance by the contractor to the Specifications and Addenda, if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2008-061, bonding and insurance requirements, and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Arrow Uniform will attempt to exceed the 0% DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: October 21, 2008



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2008-161 WITH ARROW UNIFORM FOR THE RENTAL AND MAINTENANCE OF SHOP UNIFORMS FOR A PERIOD OF THREE (3) YEARS WITH AN OPTION FOR TWO ADDITIONAL ONE (1) YEAR PERIODS IN AN AMOUNT NOT TO EXCEED \$556,500.00 FOR THE BASE THREE (3) YEARS AND IN AN AMOUNT NOT TO EXCEED 185,000.00 FOR EACH OF THE OPTION YEARS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$926,500.00 (GENERAL FUND, VARIOUS DEPARTMENT BUDGETS)	Resolution No.: 2008-146
	Date: October 16, 2008
	Initiator: Service Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This action will allow the Authority to enter into a contract for the rental and maintenance of shop uniforms for the bargaining and non-bargaining maintenance employees of the Authority.
- 2.0 DESCRIPTION/JUSTIFICATION: The Authority supplies rented uniforms to various bargaining and non-bargaining employees. These employees include mechanics, hostlers, track workers and represented supervisors. Each employee receives eleven sets of uniforms (pants and shirts) during a two-week period with five being laundered and maintained each week.
- 3.0 PROCUREMENT BACKGROUND: The Request for Proposal was posted on the procurement website and advertised in the local newspapers. Four (4) prospective proposers downloaded the solicitation and one responded on August 13, 2008. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures and negotiations, the proposal of Arrow Uniform to provide these uniform services was determined to be advantageous to the Authority, price and all other factors considered.

Arrow Uniform has successfully serviced the Authority's maintenance uniform requirements since 2003. In addition to having held previous contracts with GCRTA, Arrow's client list includes: Con-Way Central Express (CCX), PPG Industries, and Cleveland Plain Dealer.

A cost analysis has been performed and the price has been determined to be fair and reasonable to the Authority.

- 4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have met. A 0% DBE goal was established for this procurement due to lack of certified DBE firms.
- 5.0 POLICY IMPACT: Does not apply.

- 6.0 ECONOMIC IMPACT: This procurement will be funded through the General Fund, Various Department budgets, in an amount not to exceed five hundred fifty-six thousand five hundred & 00/100 dollars (\$556,500.00) for the base three years and in an amount not to exceed one hundred eighty-five thousand five hundred & 00/100 dollars (\$185,000.00) for each option year for a total contract amount not to exceed nine hundred twenty-six thousand five hundred & 00/100 dollars (\$926,500.00).
- 7.0 ALTERNATIVES: Reject this award. Rejection of this award would cause delays in the procurement of the rental and maintenance of shop uniforms and affect the GCRTA's ability to maintain compliance with the union contract.
- 8.0 RECOMMENDATION: It is recommended that the proposal of Arrow Uniform be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer