

RESOLUTION NO. 2013-101

AUTHORIZING CONTRACT NO. 2013-138 WITH ARROW UNIFORM RENTAL LP DBA ARROW UNIFORM FOR THE RENTAL AND MAINTENANCE OF SHOP UNIFORMS, AS REQUIRED, FOR A PERIOD OF THREE YEARS WITH TWO, ONE-YEAR OPTIONS, IN AN AMOUNT NOT TO EXCEED \$614,250.00 FOR THE BASE THREE YEARS AND IN AN AMOUNT NOT TO EXCEED \$209,870.00 FOR EACH OPTION YEAR FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,033,990.00 (GENERAL FUND, VARIOUS DEPARTMENT BUDGETS)

WHEREAS, the Authority provides uniforms to bargaining unit maintenance employees pursuant to the union contract and also provides uniforms to non-bargaining unit maintenance employees of the Authority; and

WHEREAS, the proposal of Arrow Uniform Rental LP dba Arrow Uniform located at 4609-A Van Epps Road, Brooklyn Heights, Ohio 44131, for the rental and maintenance of the bargaining and non-bargaining maintenance employee uniforms, was received on September 4, 2013, for a three-year period with two, one-year options; and

WHEREAS, after negotiations, an amount not to exceed \$614,250.00 for the base three years and in an amount not to exceed \$209,870.00 for each option year, for a total contract amount not to exceed \$1,033,990.00, was agreed upon; and

WHEREAS, the General Manager/Secretary-Treasurer has deemed the offer of Arrow Uniform Rental LP dba Arrow Uniform, as negotiated, to be in the best interest of 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 offer of Arrow Uniform Rental LP dba Arrow Uniform to provide the rental and maintenance of shop uniforms for union bargaining and non-bargaining maintenance employees, as modified by negotiations, for a period of three years with two, one-year options, 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 Rental LP dba Arrow Uniform for the rental and maintenance of shop uniforms for union bargaining and non-bargaining maintenance employees for a period of three years, with the authority to exercise two, one-year options, subject to approval by the General Manager/Secretary-Treasurer.

Section 3. That said contract shall be payable out of the General Fund, Various Department budgets in an amount not to exceed \$614,250.00 for the base three years and in an amount not to exceed \$209,870.00 for each option year, for a total contract not to exceed \$1,033,990.00.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon funding for future years, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2013-031; 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 Rental LP dba 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 22, 2013



President

Attest: 

CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: CONTRACT: RENTAL & MAINTENANCE OF SHOP UNIFORMS FOR A THREE YEAR PERIOD WITH TWO, ONE-YEAR OPTIONS VENDOR: ARROW UNIFORM RENTAL LP DBA ARROW UNIFORM AMOUNT: AMOUNT NTE \$614,250.00 FOR THE BASE THREE YEARS AND IN AMOUNTS NTE \$209,870.00 FOR EACH OPTION YEAR, FOR A TOTAL CONTRACT AMOUNT NTE \$1,033,990.00	Resolution No.: 2013-101
	Date: October 17, 2013
	Initiator: Service Management Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval Review/Comment Information Only 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 up to five being laundered and maintained each week.

- 3.0 **PROCUREMENT BACKGROUND:** The Request for Proposal (RFP) was posted on the procurement website and advertised in the local newspapers. Four prospective proposers downloaded the solicitation and two responded on September 4, 2013. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, the proposal of Arrow Uniform Rental LP dba Arrow Uniform to provide these uniform services was determined to be the most advantageous to the Authority, price and all other factors considered. After negotiations, an amount not to exceed \$614,250.00 for the base three years and in an amount not to exceed \$209,870.00 for each option year for a total contract amount not to exceed \$1,033,990.00 was agreed upon.

 Arrow Uniform Rental LP dba Arrow Uniform has successfully provided uniform services to the Authority's various bargaining and non-bargaining employees since 2003. In addition to having held a previous contract with GCRTA, Arrow Uniform's client list include: Conway-Central Express (CCX), PPG Industries, Giant Eagle, and the Cleveland Plain Dealer.

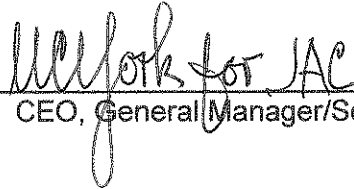
 A cost analysis has been performed and the Procurement Department has determined that the negotiated rates to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE Goal was established for this procurement due to the lack of certified DBE firms.

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: The contract will be funded through the General Fund, Various Department budgets, in an amount not to exceed \$614,250.00 for the base three years and in an amount not to exceed \$209,870.00 for each option year for a total contract amount not to exceed \$1,033,990.00. This price is 8% above the budgeted amount for this project
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer would delay 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 offer of Arrow Uniform Rental LP dba 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