CITY COUNCIL ACTION REPORT

August 3, 2010

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration
Susan A. Leirstein, Purchasing Director

SUBJECT**:** Standard Purchasing Resolution 3: Exercise Renewal Option – Uniform Rental Services

Background

- On November 24, 2008, Troy City Council awarded a two-year contract to provide uniform rental services for various City of Troy union employees with a two-year option to renew to Unifirst Corporation of Auburn Hills, MI, the highest rated respondent as a result of a best value process. CC Resolution #2008-11-351-F-4c
- The City of Troy joined Oakland County to contract for these services. As a result of this partnership, the City of Troy has been able to achieve volume driven cost reductions by awarding both contracts to one vendor.
- Oakland County continues to hold a contract with Unifirst Corporation for these services.
- Unifirst Corporation agreed to renew the City of Troy's current contract under the same prices, terms and conditions until October 31, 2012.
- The Purchasing department performed a market survey and based on the results concluded it is in the City's best interest to exercise the option to renew with Unifirst Corporation. (see Market Survey attached)

Financial Considerations

- Funds for this program are available in the various departmental operating budgets for Uniforms.

Legal Considerations

- Solicitation #000555 was competitively bid and all vendors were given the opportunity to respond with their level of interest in providing uniform rental services for various City of Troy facilities and Oakland County.

Recommendation

- City management recommends exercising the two (2) year option to renew for uniform rental services for various City of Troy union employees from Unifirst Corporation of Auburn Hills, Michigan, under the same prices, terms and conditions to expire October 31, 2012.

G:/Bid Award 10-11 New Format/Award Standard Purchasing Resolution 3 – Uniform Rental Service 08.10.doc

DATE: July 28, 2010

TO: Susan Leirstein CPPO CPPB
Purchasing Director

FROM: Julie Hamilton
Buyer

RE: MARKET SURVEY – UNIFORM RENTAL SERVICE

In September 2008 the City of Troy joined with Oakland County to solicit proposals for uniform rental services and a contract was awarded to Unifirst Corporation.

A review of similar uniform rental bids solicited since September 2008 was conducted and the results are listed below:

City of Sterling Heights
The City of Sterling Heights bid for uniform rental services in April 2009 that resulted in a contract award to Cintas Corporation. Their bid was similar to the City of Troy's based on the number and type of uniforms requested but their pricing per employee was higher for the polyester /cotton blend and 100% cotton uniforms by $0.20 and $0.40 respectively. Additionally, their charge to launder coveralls was $0.20 higher per washing.

City of Dearborn
The City of Dearborn bid for uniform rental services in April 2010 that resulted in a contract award to Maurer Textile. Their bid included 10 more employees than the City of Troy's proposal and required only a standard quality cotton shirt opposed to the premium cotton as required in Troy's proposal. Based on these factors, their pricing per employee was $0.20 lower for the cotton uniforms but, conversely, their pricing for the poly / cotton blend uniforms was $0.20 higher than what the City of Troy is paying currently for their uniforms.

Based on the review of similar city contracts, I respectively recommend that the City accept the offer to renew the contract with the current vendor as it appears that no additional value would be realized if the contract was rebid. Additionally, rebidding of these services at this time would require that the City bid on their own and could result in higher prices due to the recent reduction in the number of uniformed employees.

CC: File

City of Troy

July 1, 2010

ATTN: Ed McNicholas, General Manager
Unifirst Corporation
1300 Auburn Road
Pontiac, MI 48342
FAX: (248) 334-4313

Dear Mr. McNicholas:

The City of Troy entered into contract #2009-90000011 with Unifirst Corporation to provide two-year requirements of Uniform Rental Services for various City of Troy union employees with an option to renew for two additional years, which expires October 31, 2010. The City is interested to know whether Unifirst will renew its contract at established prices for an additional two years.

Please fax this letter back to the Purchasing Department indicating if Unifirst Corporation wishes to renew this contract until October 31, 2012. The fax number is (248) 619-7608. It should be understood that this request to extend the contract agreement is subject to administrative approval and a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a contract issued.

If you have any questions please call me at (248) 680-7291.

CHECK ONE:

Unifirst Corporation is interested in renewing the contract under the same prices, terms, and conditions through October 31, 2012: (X)

x Ed McNicholas
Signed: Authorized Company Representative

Unifirst Corporation <u>is not interested</u> in renewing the contract: ( )

x_____
Signed: Authorized Company Representative

Date: 7/2/10

Thank you,
Julie Hamilton, CPPB
Purchasing Department
City of Troy

G:\Purchasing\Letters – Memos – Option – Various\Ltr – Option Letter Sample –Unifirst 07-10.doc

WHEREAS, On May 14, 2007, contracts to furnish two-year requirements of City Vehicle Wash Services with an option to renew for two (2) additional years was awarded to the following bidders: Tunnel O'Suds Car Wash, Your Car Wash, Pro Enterprise, Inc. and Jax Kar Wash as a result of a best value process at unit prices contained in the bid tabulation opened January 23, 2007, a copy of which shall be attached to the original Minutes of this meeting (Resolution #2007-05-142-E4a); and

WHEREAS, Tunnel O'Suds Car Wash, Jax Kar Wash and Pro Enterprise, Inc have agreed to exercise the two-year option to renew their exterior wash contracts under the same pricing, terms and conditions;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **EXERCISES** the option to renew the contracts with Tunnel O'Suds Car Wash, Jax Kar Wash and Pro Enterprise, Inc. to provide two-year requirements of City Vehicle Exterior Wash Services under the same prices, terms and conditions as the original contracts to expire December 31, 2010.

c) Standard Purchasing Resolution 8: Best Value Award – Uniform Rental Services

Resolution #2008-11-351-F-4c

RESOLVED, That Troy City Council hereby **AWARDS** a contract to furnish two (2) year requirements of Uniform Rental Services for various City of Troy union employees, with an option to renew for two (2) additional years to the alternate proposal from Unifirst Corporation of Auburn Hills, Michigan as a result of a best value process in cooperation with Oakland County, which the Troy City Council determines to be in the public interest, at unit prices at or below those contained in the tabulation opened September 3, 2008, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring October 31, 2010; and

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon the contractor submission of properly executed proposal and contract documents, including insurance certificates and all other specified requirements.

d) Standard Purchasing Resolution 4: Award – State of Michigan MiDEAL Program – Lawn & Garden, Commercial and Agricultural Equipment

Resolution #2008-11-351-F-4d

RESOLVED, That Troy City Council hereby **APPROVES** a contract to purchase one (1) 2008 John Deere Backhoe from JDE Equipment Company, of New Hudson, MI, through the State of Michigan MiDEAL program for $83,757.00 plus additional options not covered under MiDEAL of $6,585.00, less trade-in of $16,000.00, for an estimated net total cost of $74,342.00; and

BE IT FURTHER RESOLVED, That Troy City Council hereby **AUTHORIZES** the Fleet Maintenance Division to accept or reject the trade-in offer of $16,000.00 for the backhoe, pending the results to offer the equipment for sale on the open market at an amount greater than $16,000.00.

CITY COUNCIL ACTION REPORT

November 18, 2008

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration
Susan A. Leirstein, Purchasing Director

SUBJECT: Standard Purchasing Resolution 8: Best Value Award – Uniform Rental Services

Background

- In August, a combined request for proposal document with Oakland County for two (2) year requirements of Uniform Rental Services, with an option to renew for two (2) additional years was issued by Oakland County. The document included individual specifications and pricing requirements for both the City of Troy and Oakland County.
- On September 3, 2008, the requests for proposals (RFP) were received by Oakland County. Five proposals were received from (4) companies. One company, Unifirst submitted the proposal as specified; as well as an alternate proposal based on a uniform change-out program to "Change As Needed", instead of on a scheduled basis every 12 or 24 months..
- One-hundred and twenty-three (123) vendors were notified via the MITN e-procurement website.
- Three City of Troy committee members representing the various City facilities independently evaluated the proposals for the City considering factors such as experience, employee training and services.
- Based on the evaluations, the City conducted site visits to all four vendors' processing plants. The committee members evaluated each site considering factors such as garment handling procedures, environmental issues, equipment and inventory levels.
- The City of Troy and Oakland County independently rated their own proposals and based on the ratings were able to agree upon a single vendor for both contracts.
- By partnering with Oakland County, the City of Troy has been able to achieve volume driven cost reductions by awarding both contracts to one vendor.
- Based on the selection criteria established by the City of Troy and Oakland County, City management recommends awarding the City's portion of the contract to the highest rated bidder, Unifirst Corporation of Auburn Hills, Michigan under their alternate proposal.

Financial Considerations

- Funds for this program are available in the various departmental operating budgets for Uniforms.
- Projected savings under the new contract is estimated at $2,500.00 per year.

Legal Considerations

- Solicitation #000555 was competitively bid and all vendors were given the opportunity to respond with their level of interest in providing uniform rental services for various City of Troy facilities and Oakland County.

November 18, 2008

To: Phillip L. Nelson, City Manager
Re: Best Value Award – Uniform Rental Services

Legal Considerations - continued

- The contract award is contingent on the recommended bidder's submission of proper contract and proposal documents including insurance certificates and all other specified requirements.

Policy Considerations

- By establishing a uniform rental service, the City can maintain the professional and suitable appearance that is the required standard for City of Troy employees.

Options

- City management recommends awarding a two (2) year contract for uniform rental services for various City of Troy union employees, with an additional two (2) year option to renew under the alternate proposal from Unifirst Corporation of Auburn Hills, Michigan, the highest rated vendor as a result of a best value process at unit prices at or below those contained in the tabulation opened September 3, 2008, to expire October 31, 2010.

G:/Purchasing/Bid Award 08-09 New Format/Best Value SR8 – RFP – Purchasing UniformRentalServices 11.08.doc

EXECUTIVE SUMMARY

UNIFORM RENTAL SERVICES

STATISTICS:

- **One-hundred Twenty-three (123) company's were notified via the MITN e-procurement website**
- **Five (5) proposals were received from four (4) companies**
- **All Four (4) companies met the pass/fail criteria**
- **The City's evaluation team visited all four (4) companies processing locations**
- **Unifirst Corporation (Alternate Proposal) received the highest score as a result of a best value process based on the evaluation of both the City of Troy and Oakland County**

The following Four (4) companies received the indicated final scores as a result of the proposal, pricing and site visit selection criteria. Site visits were conducted at all four company locations.

Company	SCORE
Unifirst Corporation (Alternate)	**166.90**
Cintas	164.74
Arrow	152.35
Aramark	141.85
Unifirst Corporation	136.54

Attachments:

- ✓ Weighted Final Scoring Including Proposal, Price, Site Visit Score and Oakland County's Score
- ✓ Evaluation Process
- ✓ Original Tabulation

WEIGHTED FINAL SCORING
UNIFORM RENTAL SERVICES

City of Troy Final Score Calculation:

40% x Price Score
30% x Site Visit Score
30% x Proposal Score
100% = Final Weighted Score

Oakland County Final Score Calculation:

25% x Compliance with Qualifications
25% x Completeness of Proposal
25% x Correlation of Proposals to needs of County
25% x Other factors deemed in Agencies best interest
100% = Final Weighted Score

In order to equate the price to the weighted evaluation process scoring, the prices had to be converted into a score with the base of 100. **NOTE:** Vendors are listed in the order of their summary score for both proposal and price, from highest to lowest. For the site visit score, vendors are listed in the order of their score, from highest to lowest. For the final score and cumulative score the vendors are listed in the order of rating from highest to lowest.

Weighted Average Score for Price: 40%

	Weighted Criteria - [1-(Proposal Price – Low Price) / low price] x available points	Final Weighted Score (x .40)
Vendors:		
Cintas Corporation	{1-(21,533.56–19,866.80)/19,866.80} x 100 = 91.61	91.61 x .40 = 36.64
Unifirst Corporation (Alternate)	{1-(19,866.80–19,866.80)/19,866.80} x 100 = 100.00	**100.00 x .40 = 40.00**
Arrow Uniform Rental	{1-(20,139.28–19,866.80)/19,866.80} x 100 = 98.62	98.62 x .40 = 39.45
Aramark	{1-(31,465.92–19,866.80)/19,866.80} x 100 = 41.62	41.62 x .40 = 16.65
Unifirst Corporation	{1-(36,038.80–19,866.80)/19,866.80} x 100 = 18.60	18.60 x .40 = 7.44

Weighted Average Score for Proposals: 30%

Raters:	1	2	3	Average	Final Weighted Score (x .30)
Vendors:					
Cintas Corporation	100.00	93.00	93.00	95.33	**28.60**
Unifirst Corporation (Alternate)	80.00	80.00	89.00	83.00	24.90
Arrow Uniform Rental	97.00	51.00	90.00	79.33	23.80
Aramark	96.00	63.00	92.00	83.67	25.10
Unifirst Corporation	100.00	78.00	93.00	90.33	27.10

Summary: Proposal and Price Scores

	Price Score	Proposal Score	Score
Vendors:			
Cintas Corporation	36.64	28.60	**65.24**
Unifirst Corporation (Alternate)	40.00	24.90	64.90
Arrow Uniform Rental	39.45	23.80	63.25
Aramark	16.65	25.10	41.75
Unifirst Corporation	7.44	27.10	34.54

Site visits were conducted at all four company locations. (Maximum # of points – 30)

Weighted Average Score for Site Visit: 30%

RATERS	1	2	3	Average	Final Weighted Score (x .30)
Vendors:					
Arrow Uniform Rental	100.00	96.00	97.00	97.67	**29.30**
Aramark	99.00	94.00	94.00	95.67	28.70
Cintas Corporation	94.00	92.00	93.00	93.00	27.90
Unifirst Corporation	89.00	92.00	89.00	90.00	27.00
Unifirst Corporation (Alternate)	89.00	92.00	89.00	90.00	27.00

CITY OF TROY FINAL SCORE:

VENDORS:	Cintas Corporation	Arrow Uniform Rental	Unifirst Corporation (Alternate)	Aramark	Unifirst Corporation
Proposal Score	28.60	23.80	24.90	25.10	27.10
Price Score	36.64	39.45	40.00	16.65	7.44
Site Visit Score	27.90	29.30	27.00	28.70	27.00
FINAL SCORE	93.14	92.55	91.90	70.45	61.54

OAKLAND COUNTY FINAL SCORE:

VENDORS:	Unifirst Corporation (Alternate)	Unifirst Corporation	Cintas Corporation	Aramark	Arrow Uniform Rental
Compliance with Qualification Criteria	16.60	16.60	16.60	16.60	15.00
Completeness of Proposal	18.40	18.40	16.60	16.60	16.60
Correlation of proposals to needs of the County/City	20.00	20.00	20.00	21.60	16.60
Other factors that may be deemed to be in Agencies best interest	20.00	20.00	18.40	16.60	11.60
FINAL SCORE	75.00	75.00	71.60	71.40	59.80

FINAL CUMULATIVE SCORE – CITY OF TROY AND OAKLAND COUNTY:

VENDORS:	Unifirst Corporation (Alternate)	Cintas Corporation	Arrow Uniform Rental	Aramark	Unifirst Corporation
City of Troy	91.90	93.14	92.55	70.45	61.54
Oakland County	75.00	71.60	59.80	71.40	75.00
FINAL SCORE	166.90	164.74	152.35	141.85	136.54

**HIGHEST RATED VENDOR – RECOMMENDED AWARD

G:/ Bid Award 08-09 New Format / Best Value SR8 – RFP – Purchasing – Uniform Rental Services – WeightedRatingSummary 10.08.doc

SELECTION PROCESS

CRITERIA FOR SELECTION
A City/County Committee will review the proposals. The Agencies reserve the right to award this proposal to the company considered the most qualified based upon a combination of factors including but not limited to the following:

A. Compliance with qualifications criteria
B. Completeness of the proposal
C. Financial strength of the Company
D. Correlation of the proposals submitted to the needs of the City/County
E. Any other factors which may be deemed to be in the Agencies best interest
F. Evaluation Process

Phase 1: **Minimum Qualifications Evaluation**
Companies will be required to meet minimum established criteria in order to go to the second phase of the process.

Phase 2: **Evaluation of Proposals**
Each Committee member will independently use a weighted score sheet to evaluate the proposals; each Committee Member will calculate a weighted score. The scores of the Committee Members will be averaged into one score for each firm for this phase of the process.

Phase 3: **Site Visit**
The City/County will conduct site visits to the top three (3) rated companies. If less than three (3) companies remain in the process, all will be visited. Each Committee Member will independently use a weighted score sheet to evaluate the site visit; each Committee Member will calculate a weighted score. The scores of the Committee Members will be averaged into one score for each company for this phase of the process. Those companies being visited will be supplied with further instructions, date of visit and any additional requests prior to the visit.

Phase 4: **Price**
Points for price will be calculated as follows:

FORMULA: {1 – (Proposal Price – Low Price) / low price} x available points

Phase 5: **Final Scoring and Selection**
The company with the highest final weighted score will be recommended for Award.

40% x Price Score (100 pt. Base)
30% x Site Visit Score (100 pt. Base)
30% x Proposal Score (100 pt. Base)
100%

Note: **The City/County reserve the right to change the order of the evaluation process if deemed in the Agencies' best interest to do so.**

UNIFORM RFP RESULTS - EVENT # 000555

	Compliance with Qualification Criteria	Completeness of the proposal	Correlation of the proposals submitted to the needs of the County/City	Other factors which mat be deemed to be in the Agencies best interest	Totals
Aramark	4	5	5	4	
	3	2	4	3	
	3	3	4	3	
	10	**10**	**13**	**10**	**43**
Arrow	3	3	3	2	
	3	4	4	4	
	3	3	3	1	
	9	**10**	**10**	**7**	**36**
Cintas	4	4	4	4	
	3	3	4	3	
	3	3	4	4	
	10	**10**	**12**	**11**	**43**
Unifirst	4	3	4	4	
	3	4	4	4	
	3	4	4	4	
	10	**11**	**12**	**12**	**45**

Event # 555			
EVALUATION SCORING CRITERIA	**INTERESTED VENDOR NAME**		
0 = proposal fails to meet minimum specification for this element and/or information is missing. 1 = Proposal meets specification with exception and/or information is unclear. 2 = proposal meets minimum specification and required information is complete and understandable. 3 = Proposal somewhat exceeds specification and/or provides a somewhat enhanced solution/features/functionality. 4 = Proposal greatly exceeds specifications and/or provides greatly enhanced solution/features/functionality. 5 = Proposal provides superior solution, technology, functionality, service or operational feature.	**Cintas**		
Compliance with Qualifications Criteria	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33		
TOTAL	**3.33**	**0.25**	**0.83**
Completeness of the proposal	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33		
TOTAL	**3.33**	**0.25**	**0.83**
Correlation of the proposals submitted to the needs of the County/City	**Score 0-5**	**Section Weight**	**Weighted Total**
	4		
TOTAL	**4**	**0.25**	**1.00**
Otherfactors with may be deemed to be in the Agencies best interest	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.66	25%	
TOTAL	**3.66**	**0.25**	**0.92**
TOTALS	**Section Totals**		
	0.83		
	0.83		
	1.00		
	0.92		
SECTIONS TOTAL SCORE	**3.58**		

Conversation to 100% Scale. Point value X 20%	**71.6**
City of Troy Final Score	**95**
Final combined total	**166.6**

Event # 555			
EVALUATION SCORING CRITERIA	**INTERESTED VENDOR NAME**		
0 = proposal fails to meet minimum specification for this element and/or information is missing. 1 = Proposal meets specification with exception and/or information is unclear. 2 = proposal meets minimum specification and required information is complete and understandable. 3 = Proposal somewhat exceeds specification and/or provides a somewhat enhanced solution/features/functionality. 4 = Proposal greatly exceeds specifications and/or provides greatly enhanced solution/features/functionality. 5 = Proposal provides superior solution, technology, functionality, service or operational feature.	**Arrow**		
Compliance with Qualifications Criteria	**Score 0-5**	**Section Weight**	**Weighted Total**
	3	25%	
TOTAL	**3**	**0.25**	**0.75**
Completeness of the proposal	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33	25%	
TOTAL	**3.33**	**0.25**	**0.83**
Correlation of the proposals submitted to the needs of the County/City	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33	25%	
TOTAL	**3.33**	**0.25**	**0.83**
Otherfactors with may be deemed to be in the Agencies best interest	**Score 0-5**	**Section Weight**	**Weighted Total**
	2.33	25%	
TOTAL	**2.33**	**0.25**	**0.58**
TOTALS	**Section Totals**		
	0.75		
	0.83		
	0.83		
	0.58		
SECTIONS TOTAL SCORE	**2.99**		

Conversation to 100% Scale. Point value X 20%	**59.8**
City of Troy Final Score	**92**
Final combined total	**151.8**

Event # 555			
EVALUATION SCORING CRITERIA	**INTERESTED VENDOR NAME**		
0 = proposal fails to meet minimum specification for this element and/or information is missing. 1 = Proposal meets specification with exception and/or information is unclear. 2 = proposal meets minimum specification and required information is complete and understandable. 3 = Proposal somewhat exceeds specification and/or provides a somewhat enhanced solution/features/functionality. 4 = Proposal greatly exceeds specifications and/or provides greatly enhanced solution/features/functionality. 5 = Proposal provides superior solution, technology, functionality, service or operational feature.	**Aaramark**		
Compliance with Qualifications Criteria	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33		
TOTAL	**3.33**	**0.25**	**0.83**
Completeness of the proposal	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.33		
TOTAL	**3.33**	**0.25**	**0.83**
Correlation of the proposals submitted to the needs of the County/City	**Score 0-5**	**Section Weight**	**Weighted Total**
	4.33		
TOTAL	**4.33**	**0.25**	**1.08**
Otherfactors with may be deemed to be in the Agencies best interest	**Score 0-5**	**Section Weight**	**Weighted Total**
	2.33	25%	
TOTAL	**3.33**	**0.25**	**0.83**
TOTALS	**Section Totals**		
	0.83		
	0.83		
	1.08		
	0.83		
SECTIONS TOTAL SCORE	**3.57**		

Conversation to 100% Scale. Point Value X 20%	**71.4**
City of Troy Final Score	**72**
Combined total	**143.4**

Event # 555			
EVALUATION SCORING CRITERIA	**INTERESTED VENDOR NAME**		
0 = proposal fails to meet minimum specification for this element and/or information is missing. 1 = Proposal meets specification with exception and/or information is unclear. 2 = proposal meets minimum specification and required information is complete and understandable. 3 = Proposal somewhat exceeds specification and/or provides a somewhat enhanced solution/features/functionality. 4 = Proposal greatly exceeds specifications and/or provides greatly enhanced solution/features/functionality. 5 = Proposal provides superior solution, technology, functionality, service or operational feature.	**Unifirst**		
Compliance with Qualifications Criteria	**Score 0-5**	**Section Weight**	**Weighted Total**
	3		
TOTAL	**3**	**0.25**	**0.75**
Completeness of the proposal	**Score 0-5**	**Section Weight**	**Weighted Total**
	3.66		
TOTAL	**3.66**	**0.25**	**0.92**
Correlation of the proposals submitted to the needs of the County/City	**Score 0-5**	**Section Weight**	**Weighted Total**
	4		
TOTAL	**4**	**0.25**	**1.00**
Otherfactors with may be deemed to be in the Agencies best interest	**Score 0-5**	**Section Weight**	**Weighted Total**
	4	25%	
TOTAL	**4**	**0.25**	**1.00**

TOTALS	**Section Totals**
	0.83
	0.92
	1.00
	1.00
SECTIONS TOTAL SCORE	**3.75**

Conversation to 100% Scale. Point value X 20%	**75**
City of Troy Final Score	**92**
Final combined total	**167**

Opening Date -- 9/3/08
Date Prepared -- 9/9/08 jh/sl

VENDOR NAME:	UNIFIRST CORPORATION	ARROW UNIFORM RENTAL LLC
	*Alternate Pricing - Change as Needed	

ITEM	DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
1	Shirts- Long & Short Sleeve with Pants (Standard)	10	$ 3.30	$ 8.00	$ 3.60	$ 13.00
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–			$ 10.00		$ 14.00
			Not every 24 months - As Needed			
	Optional: 65/35 Poly/Cotton Blend - Exchangd Every 24 Months - (w/Cell-Phone Pocket)		$ 3.45	$ 12.00	N/A	N/A
	5 Changes/Week		Not every 24 months - As Needed			
	Mix and Match					
	Style #		0102, 0202, 1002,	10B6	SP 14/24 & PT20	
	Manufacturer:		Unifirst		RED KAP	
2	Shirts-Long Sleeve with Pants (Standard)	54	$ 4.40	$ 10.00	$ 4.50	$ 14.00
	100% Premium Quality Cotton –Exchanged Every 12 Months–			$ 12.00		$ 15.00
			Not every 12 months - As Needed			
	Optional: 100% Premium Quality Cotton - Exchanged Every 12 Months - (w/Tool Pocket)		$ 5.25	$ 15.00	N/A	N/A
	5 Changes/Week		Not every 12 months - As Needed			
	Style #		0101, 0201, 1001		SC 30/40 & PC 20	
	Manufacturer:		Unifirst		RED KAP	
3	50/50 Knit Short Sleeve Shirts and Pants (Standard)	6	$ 4.40	Blank	$ 4.84	$ 14.00
	Long Sleeve Shirts and Pants (Standard)			Blank		N/A
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–		Not every 24 months - As Needed			$ 14.00
	5 Changes/Week					$ 15.00
	Mix and Match					
	Style #		02CH, 02CZ, 0268, 1002		SE20 or SE02 or SE52	
	Manufacturer:		Unifirst		RED KAP	
4	Coveralls and Shop Coats	13	$ 0.80	$ 32.00	$ 0.40	$ 15.00
	100% Premium Quality Cotton			$ 38.00		$ 15.00
	Mix and Match					
	Laundered As Needed					
5	White Long Sleeve Shirts with Pants	2	$ 4.40	$ 10.00	$ 3.60	$ 13.00
	65/35 Poly/Cotton Blend – Exchanged Every 12 Months-			$ 12.00		$ 14.00
	5 Changes/Week		Not every 12 months - As Needed			
	Style #		011107, 1122		SP14/24, PT20	
	Manufacturer:		Unifirst		RED KAP	
6	Two (2) Shop Coats	6	No Charge	No Charge	No Charge	No Charge
	Laundered 4 Times/Year					
	ADDITIONAL PURCHASE:	EST # OF				
ITEM	DESCRIPTION	EMPLOYEES	UNIT PRICE		UNIT PRICE	
1	Coveralls 100% Premium Quality Cotton	19	$ 32.00		$ 27.00	
	Manufacturer: Style #:		BLANK		RED KAP	CC14
2	Shop Coats 100% Premium Quality Cotton	15	$ 38.00		$ 27.00	
	Manufacturer: Style #:		BLANK		UNIVERSAL	
3	Sew-On Additional City owned emblems – patches	COST FOR	$ 1.50		$ 2.00	
	SUB- TOTAL -		$ 17,121.20		$ 17,331.28	

PROPOSAL - Two Year Requirements of Uniform Rental Services with an Option to Renew for Two Additional Years

Opening Date -- 9/3/08
Date Prepared -- 9/9/08

VENDOR NAME:	UNIFIRST CORPORATION	ARROW UNIFORM RENTAL LLC
	*Alternate Pricing - Change as Needed	

ITEM	OPTIONAL SERVICES: DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
A.	Shirts-Long Sleeve with Pants (Standard)	6	$ 2.64	Blank	$ 2.70	$ 14.00
	100% Premium Quality Cotton			Blank		$ 15.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 3.15	Blank	N/A	N/A
	3 Changes/Week					
	Style #		0101, 0201, 1001		BLANK	
	Manufacturer:		Unifirst		BLANK	
B.	Shirts-Short Sleeve with Pants (Standard)	6	$ 1.76	Blank	$ 1.80	$ 14.00
	100% Premium Quality Cotton			Blank		$ 15.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 2.10	Blank	N/A	N/A
	2 Changes/Week					
	Style #		0101, 0201, 1001		BLANK	
	Manufacturer:		Unifirst		BLANK	
C.	Shirts-Short Sleeve with Pants (Standard)	6	$ 4.40	Blank	$ 4.50	$ 14.00
	100% Premium Quality Cotton			Blank		$ 15.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 5.25	Blank	N/A	N/A
	5 Changes/Week					
	Style #		0101, 0201, 1001			
	Manufacturer:		Unifirst			
	ESTIMATED ANNUAL GRAND TOTAL:		$ 19,866.80		$ 20,139.28	

MANDATORY SITE INSPECTION		
Visited the sites:		
Date:	8/14/2008	8/26/2008
FLOOR PLAN		
Marked as:	Titled	Locker Floor Plan
SITE VISIT:		
Contact Name:	Ed McNicholas	Scott Wakefield
Phone #	(248) 334-0030	(248) 786-9703
BIDDER QUESTIONNAIRE: Yes or No	YES	YES
CONTACT INFORMATION: Hours of Operation	7am-5pm	8am - 5pm
Emergency Phone #	(248) 935-4971	(248) 786-9703
INSURANCE:		
Can meet	XX	XX
Cannot meet		
TERMS:	NET 30	BLANK
WARRANTY:	N/A	BLANK
DATE & TIME - DELIVERY:	BLANK	BLANK
EXCEPTIONS:	Unifirst brand vs Red Kap-Prices per terms w/alternate prices	BLANK
ACKNOWLEDGEMENT: Yes or No	YES	YES

NOTE: RFP opened in Oakland County

Susan Leirstein CPPB

VENDOR NAME:			CINTAS CORPORATION		ARAMARK	
ITEM	DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
1	Shirts- Long & Short Sleeve with Pants (Standard)	10	$ 3.64	$ 15.00	$ 3.69	$ 16.00
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–			$ 16.00		$ 16.00
	Optional: 65/35 Poly/Cotton Blend - Exchangd Every 24 Months - (w/Cell-Phone Pocket)		$ 4.71	$ 19.00	$ 4.75	$ 18.00
	5 Changes/Week					
	Mix and Match					
	Style #		935/945		BLANK	
	Manufacturer:		Cintas		BLANK	
2	Shirts-Long Sleeve with Pants (Standard)	54	$ 5.21	$ 18.00	$ 7.75	$ 18.00
	100% Premium Quality Cotton –Exchanged Every 12 Months–			$ 20.00		$ 18.00
	Optional: 100% Premium Quality Cotton - Exchanged Every 12 Months - (w/Tool Pocket)		$ 6.89	$ 23.00	N/A	N/A
	5 Changes/Week					
	Style #		330/340		BLANK	
	Manufacturer:		Cintas		BLANK	
3	50/50 Knit Short Sleeve Shirts and Pants (Standard)	6	$ 4.28	$ 18.00	$ 4.75	$ 18.00
	Long Sleeve Shirts and Pants (Standard)			$ 16.00		Blank
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–					
	5 Changes/Week					
	Mix and Match					
	Style #		259/945		BLANK	
	Manufacturer:		Cintas		BLANK	
4	Coveralls and Shop Coats	13	$ 0.50	$ -	$ 0.50	$ 30.00
	100% Premium Quality Cotton			$ -		$ 23.00
	Mix and Match					
	Laundered As Needed					
5	White Long Sleeve Shirts with Pants	2	$ 3.64	$ 15.00	$ 5.53	$ 20.00
	65/35 Poly/Cotton Blend – Exchanged Every 12 Months-			$ 16.00		$ 18.00
	5 Changes/Week					
	Style #		935/945		BLANK	
	Manufacturer:		Cintas		BLANK	
6	Two (2) Shop Coats	6	No Charge	No Charge	No Charge	No Charge
	Laundered 4 Times/Year					
	ADDITIONAL PURCHASE:	EST # OF				
ITEM	DESCRIPTION	EMPLOYEES	UNIT PRICE		UNIT PRICE	
1	Coveralls 100% Premium Quality Cotton	19	$ 0.50		$ 29.00	Plus 20% non-stnd sizes
	Manufacturer: Style #:		Cintas 910		Blank	
2	Shop Coats 100% Premium Quality Cotton	15	$ 0.50		$ 21.00	Plus 20% non-stnd sizes
	Manufacturer: Style #:		Cintas 929		Blank	
3	Sew-On Additional City owned emblems – patches	COST FOR	$ 1.99		$ 0.75	
	SUB- TOTAL -		$ 18,279.40		$ 26,629.92	

PROPOSAL - Two Year Requirements of Uniform Rental Services with an Option to Renew for Two Additional Years

VENDOR NAME:			CINTAS CORPORATION		ARAMARK	
ITEM	OPTIONAL SERVICES: DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
A.	Shirts-Long Sleeve with Pants (Standard)	6	$ 3.13	$ 18.00	$ 4.65	$ 18.00
	100% Premium Quality Cotton			$ 20.00		$ 18.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 4.13	$ 23.00	N/A	N/A
	3 Changes/Week					
	Style #		330/340		BLANK	
	Manufacturer:		Cintas		BLANK	
B.	Shirts-Short Sleeve with Pants (Standard)	6	$ 2.09	$ 18.00	$ 3.10	$ 17.00
	100% Premium Quality Cotton			$ 20.00		$ 18.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 2.75	$ 23.00	N/A	N/A
	2 Changes/Week					
	Style #		330/340		BLANK	
	Manufacturer:		Cintas		BLANK	
C.	Shirts-Short Sleeve with Pants (Standard)	6	$ 5.21	$ 18.00	$ 7.75	$ 17.00
	100% Premium Quality Cotton			$ 20.00		$ 18.00
Option	100% Premium Quality Cotton - w/tool pocket		$ 6.89	$ 23.00	N/A	N/A
	5 Changes/Week					
	Style #		330/340		BLANK	
	Manufacturer:		Cintas		BLANK	
	ESTIMATED ANNUAL GRAND TOTAL:		$ 21,533.56		$ 31,465.92	

MANDATORY SITE INSPECTION		
Visited the sites:		
Date:	8/27/2008	8/26/2008
FLOOR PLAN		
Marked as:	Locker Floor Plan	Floor Plan
SITE VISIT:		
Contact Name:	Kent Butler	Michael Ragan
Phone #	(586) 855-1647	(248) 996-4184
BIDDER QUESTIONNAIRE: Yes or No	YES	YES
CONTACT INFORMATION: Hours of Operation	8am-5pm	8am - 5pm
Emergency Phone #	(586) 677-9900	(866) 624-5136
INSURANCE:		
Can meet	XX	XX
Cannot meet		
TERMS:	STATED	NET 30
WARRANTY:	FLEXIBLE	30 days notice to terminate - see bid
DATE & TIME - DELIVERY:	FLEXIBLE	BLANK
EXCEPTIONS:	Would like to replc garments as needed but will honor timeframe City specified.	BLANK
ACKNOWLEDGEMENT: Yes or No	YES	YES

VENDOR NAME: UNIFIRST CORPORATION

ITEM	DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
1	Shirts- Long & Short Sleeve with Pants (Standard)	10	$ 4.75	$ 12.00		
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–			$ 15.00		
	Optional: 65/35 Poly/Cotton Blend - Exchangd Every 24 Months - (w/Cell-Phone Pocket)		$ 4.90	$ 15.00		
	5 Changes/Week					
	Mix and Match					
	Style #		0102, 0202, 1002,	10B6		
	Manufacturer:		Unifirst & Dickies			
2	Shirts-Long Sleeve with Pants (Standard)	54	$ 8.65	$ 12.00		
	100% Premium Quality Cotton –Exchanged Every 12 Months–			$ 15.00		
	Optional: 100% Premium Quality Cotton - Exchanged Every 12 Months - (w/Tool Pocket)		$ 9.50	$ 18.00		
	5 Changes/Week		Add/Sew on pocket			
	Style #		0101, 0201, 1001			
	Manufacturer:		Unifirst			
3	50/50 Knit Short Sleeve Shirts and Pants (Standard)	6	$ 5.60	$ 12.00		
	Long Sleeve Shirts and Pants (Standard)			$ 15.00		
	65/35 Poly/Cotton Blend –Exchanged Every 24 Months–					
	5 Changes/Week					
	Mix and Match					
	Style #		02CH, 02CZ, 0268	1002		
	Manufacturer:		Unifirst			
4	Coveralls and Shop Coats	13	$ 0.80	$ 32.00		
	100% Premium Quality Cotton			$ 38.00		
	Mix and Match					
	Laundered As Needed					
5	White Long Sleeve Shirts with Pants	2	$ 8.80	$ 12.00		
	65/35 Poly/Cotton Blend – Exchanged Every 12 Months-			$ 15.00		
	5 Changes/Week					
	Style #		011107, 1122			
	Manufacturer:		Unifirst			
6	Two (2) Shop Coats	6	No Charge	No Charge		
	Laundered 4 Times/Year					
	ADDITIONAL PURCHASE:	EST # OF				
ITEM	DESCRIPTION	EMPLOYEES	UNIT PRICE		UNIT PRICE	
1	Coveralls 100% Premium Quality Cotton	19	$ 32.00			
	Manufacturer: Style #:		BLANK			
2	Shop Coats 100% Premium Quality Cotton	15	$ 38.00			
	Manufacturer: Style #:		BLANK			
3	Sew-On Additional City owned emblems – patches	COST FOR	$ 1.50			
	SUB- TOTAL -		$ 30,641.20			

VENDOR NAME: UNIFIRST CORPORATION

ITEM	OPTIONAL SERVICES: DESCRIPTION	EST # OF EMPLOYEES	WASHING COST/MAN/WEEK	REPLACEMENT COST	WASHING COST/MAN/WEEK	REPLACEMENT COST
A.	Shirts-Long Sleeve with Pants (Standard)	6	$ 5.19	$ 12.00		
	100% Premium Quality Cotton			$ 15.00		
Option	100% Premium Quality Cotton - w/tool pocket		$ 5.70	$ 18.00		
	3 Changes/Week					
	Style #		0101, 0201, 1001			
	Manufacturer:		Unifirst			
B.	Shirts-Short Sleeve with Pants (Standard)	6	$ 3.46	$ 12.00		
	100% Premium Quality Cotton			$ 15.00		
Option	100% Premium Quality Cotton - w/tool pocket		$ 3.80	$ 18.00		
	2 Changes/Week					
	Style #		0101, 0201, 1001			
	Manufacturer:		Unifirst			
C.	Shirts-Short Sleeve with Pants (Standard)	6	$ 8.65	$ 12.00		
	100% Premium Quality Cotton			$ 15.00		
Option	100% Premium Quality Cotton - w/tool pocket		$ 9.50	$ 18.00		
	5 Changes/Week					
	Style #		0101, 0201, 1001			
	Manufacturer:		Unifirst			
	ESTIMATED ANNUAL GRAND TOTAL:		$ 36,038.80			

MANDATORY SITE INSPECTION	
Visited the sites:	
Date:	8/14/2008
FLOOR PLAN	
Marked as:	Titled
SITE VISIT:	
Contact Name:	Ed McNicholas
Phone #	(248) 334-0030
BIDDER QUESTIONNAIRE: Yes or No	YES
CONTACT INFORMATION:	7am-5pm
Hours of Operation	
Emergency Phone #	(248) 935-4971
INSURANCE:	
Can meet	XX
Cannot meet	
TERMS:	NET 30
WARRANTY:	N/A
DATE & TIME - DELIVERY:	BLANK
EXCEPTIONS:	Unifirst brand vs Red Kap-Prices per terms w/alternate prices
ACKNOWLEDGEMENT: Yes or No	YES