

Council Meeting of  
December 20, 2011

Honorable Mayor and Members  
of the Torrance City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: Finance – Award purchase orders for uniform rental services.  
Expenditure: \$201,425.**

**RECOMMENDATION**

Recommendation of the Finance Director that City Council authorize the award of renewal purchase orders to SoCal Uniform Rental of San Gabriel, CA to provide uniform rental services for an additional three (3) year period beginning February 6, 2012 through February 5, 2015 in a combined total not to exceed \$201,425. Ref: Bid B2008-64.

**Funding**

Funding is available in each respective department's current operating budget and it is anticipated that funding will be available in subsequent years for the duration of the purchase orders.

**BACKGROUND**

Uniforms are provided for approximately (287) employees in various departments. The uniforms consist of shirts and pants, coveralls or executive attire (shirts and pants) depending upon the need of the particular employee or employee classification. Welders who work with flammable materials and other individuals who need to wear cotton because of medical reasons wear 100% cotton garments. Each employee is provided with a total of eleven (11) sets of uniforms, six in the possession of the employee and five in the laundry. Uniforms are turned in on a weekly basis for laundering and repairs and/or replacement as deemed necessary by the vendor or as requested by the department

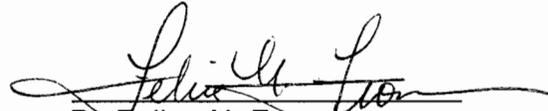
## ANALYSIS

Formal bids (Bid B2008-64) for uniform rental service were opened on November 13, 2008. Six (6) responses were received. At the December 9, 2008 Council Meeting your honorable body awarded purchase orders to SoCal Uniform Rental as the lowest responsible bidder.

The bid document included a renewal option to extend the award for an additional 3 years with pricing terms and conditions unchanged. Also included in the bid is a requirement for a mandatory change out of uniforms every 3 years which means that even though we remain with the current provider, all uniforms will be replaced at the start of the new purchase order term. SoCal Uniform Rental has done an excellent job providing this service. The bid price falls within an average price range currently being paid by other public agencies recently surveyed and as such is determined to be a fair market price. Staff is recommending this renewal for an additional term effective February 6, 2012 through February 5, 2015.

Respectfully submitted,

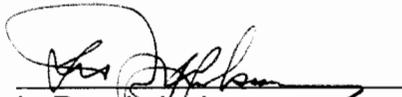
ERIC E. TSAO  
Finance Director

  
By Felice N. Fromm.  
Purchasing Manager

CONCUR



Eric E. Tsao  
Finance Director



LeRoy J. Jackson  
City Manager