

Council Meeting  
January 24, 2006

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

**Members of the City Council:**

**SUBJECT: Recommendation to Authorize the Renewal of a Purchase Order to Provide Uniform Rental Service for an Additional Three (3) Year Period.**

**REF: BID B2002-41**

**Expenditure: Anticipated Three-Year Expenditure: Not to Exceed \$235,400.**

**RECOMMENDATION**

The Finance Director recommends that the City Council authorize the renewal of a purchase order to SoCal Uniform Rental of San Gabriel, CA for a not to exceed amount of \$235,400 to provide uniform rental services for an additional three (3) year period.

**Funding**

Funding is available in each respective department's current annual budget for uniform rental services. It is anticipated that funding will be available in subsequent years.

**BACKGROUND/ANALYSIS**

Uniforms are provided for approximately 325 employees in various City departments. The uniform consists of shirts, pants, and coveralls depending upon the need of the particular employee or employee classification. Welders who work with flammable materials and other individuals because of medical reasons wear 100% cotton garments. All other employees wear a poly blend. 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.

On December 3, 2002, Your Honorable Body authorized the award of a purchase order to SoCal Uniform Rental of San Gabriel CA as a result of Bid B2002-41 (Attachment 1). The bid included a renewal option that asked each bidder to indicate whether or not they would agree to an additional 3-years with terms and conditions unchanged. SoCal Uniform Rental's bid response indicated that they would agree to the additional 3-years. SoCal Uniform Rental has been providing uniforms to the City of Torrance in a satisfactory manner since 2002.

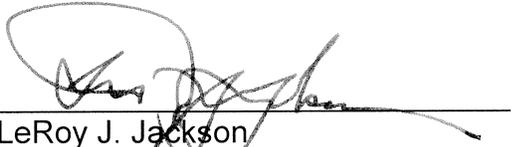
Respectfully submitted,

ERIC E. TSAO  
FINANCE DIRECTOR

  
By Sally Howard  
Buyer

CONCUR:

  
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Eric E. Tsao  
Finance Director

  
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LeRoy J. Jackson  
City Manager

Attachment

COUNCIL MEETING  
December 3, 2002

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

Members of the City Council:

SUBJECT: Recommendation to authorize the Award of a  
Purchase Order to Provide Uniform Rental Service for  
a Three (3) Year Period

Ref. Bid No. B2002-41

Anticipated three-year Expenditure:  
not to exceed \$235,400

### RECOMMENDATION

The Finance Director recommends that the City Council authorize a purchase order be issued to SoCal Uniform Rental, San Gabriel, CA, for a not to exceed amount of \$235,400, to provide uniform rental service for a three (3) year period.

### Funding

Funding is available in each respective department's current annual budget for uniform rental service and it is anticipated that funding will be available in subsequent years for the duration of the purchase order contract.

### BACKGROUND

Uniforms are provided for approximately (325) 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 for uniform rental service were opened on October 31, 2002. Six (6) responses were received. Following are the bid results indicating the weekly rental charges for each type of garment:

Vendor	Pants/Shirt Set	Coveralls	Executive Attire Pants/Shirts	100% Cotton Attire
SoCal Uniform Rental* San Gabriel, CA	\$3.15/set	\$3.55	\$3.65/set	\$4.00/set
Unifirst Corporation Norwalk, CA	\$3.41/set	\$3.00	\$4.95/set	\$5.28/set
Aramark Uniforms Paramount, CA	\$3.75/set	\$3.95	\$5.50/set	\$7.25/set
Prudential Overall Supply, Carson, CA	\$3.80/set	\$3.80	\$5.45/set	\$4.35/set
AmeriPrice Uniform Vernon, Ca	\$3.90/set	\$0.85	\$5.50/set	\$4.60/set
Cintas Corporation Long Beach, CA	\$4.05/set	\$3.60	\$5.10/set	\$4.20/set

\* Lowest Responsible Bidder

It should be noted that the City's current pricing for uniforms, as a result of a bid in 1996, is as follows:

	Pants/Shirt Set	Coveralls	Executive Attire Pants/Shirts	100% Cotton Attire
City's current pricing	\$3.80/set	\$3.80	\$5.45/set	\$4.35/set

In addition to the weekly rental charges, there are charges for lost garments and replacements for garments that have been damaged beyond normal wear and tear. There will also be a charge for name tags and city logos

that are sewn on each new garment after the purchase order contract has been in effect for 30 days. Based on historical figures for losses and replacements, name tags and logos, \$ 18,000.00 has been added to the anticipated three (3) year expenditure figure to cover these additional charges.

Respectfully submitted,

Eric Tsao  
Finance Director

By *Sally Howard*  
Sally Howard  
Buyer

CONCUR:

*Eric Tsao*  
Eric Tsao  
Finance Director

*LeRoy J. Jackson*  
LeRoy J. Jackson  
City Manager