



**Metro**

Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

**38**

**OPERATIONS COMMITTEE  
NOVEMBER 16, 2006**

**SUBJECT: UNIFORM RENTAL PROGRAM**

**ACTION: AMEND CONTRACT WITH ARAMARK UNIFORM & CAREER APPAREL SERVICES**

**RECOMMENDATION**

Authorize the Chief Executive Officer to execute Contract Modification No. 3 to Contract No. OP3000646 with Aramark Uniform & Career Apparel Inc. (Aramark) to provide additional uniform rental and towel services for the remaining two one-year options in the amount not-to-exceed \$288,734, increasing the Total Contract Value from \$2,052,813 to \$2,341,547.

**RATIONALE**

Contract OP3000646 was awarded to Aramark in June 2003 to provide uniform and towel laundry services to Amalgamated Transit Union (ATU) maintenance employees for a period of five years, inclusive of two one-year options. Official service did not commence until December 1, 2003 due to a work stoppage that triggered delays to locker installations at various operating locations, uniform measurement schedules and uniform order requests.

Following implementation of the towel service program, employees at various Maintenance Divisions expressed dissatisfaction with the quality of the contract's specified towel. Employees cleaning buses stated that the detailing towels did not absorb water adequately, left excessive lint on cleaned areas and required employees to spend extra time to properly clean buses/areas. Managers from various Maintenance Divisions confirmed the towels did not meet the agency's operational needs and requested a change of towels to Adobe hand towels. The unit price cost to launder towels then increased from \$0.04 to \$0.15, a difference of \$0.11. The average annual cost for the price difference is estimated to be \$42,830, inclusive of two one-year options and a one-time change over fee. An amendment to the contract was issued to include Adobe hand towel laundry services. Contingency funds will be utilized through the end of the contract's third year, and have been drawn upon to cover the Adobe hand towel laundry service expense to date.

Eleven months after the uniform program started, 191 Rail Maintenance-of-Way ATU employees were added to the program with an additional estimated average annual uniform cost of \$53,143 through the contract's remaining four years. The Rail employees added were already receiving uniform services under separate annual purchase orders. Adding these employees to this service contract achieved administrative efficiency and eliminated the need for separate annual procurement actions. An amendment to the contract was

issued to include uniform services for the rail ATU employees, although the amount was not included in the initial approved contractual agreement. Contingency and staff delegated funds were drawn upon to cover the additional expense.

The increase does not restore contingency funding, but is based on a reasonable estimate of actual usage forecasted through the end of the final option period in 2008. This action seeks to modify the Board-authorized limit to continue providing uniform and towel laundry services through Aramark to eligible employees for the two one-year option periods remaining in the contract.

### **IMPACT TO OTHER CONTRACTS**

This action will eliminate separate procurements within Rail's Wayside Systems for uniform service.

### **FINANCIAL IMPACT**

Funding of \$475,849 for the uniform rental program is included in the FY07 revised budget in account 50215 Fringe Benefit Uniforms in multiple projects and cost centers. Since this item is for a multi-year contract, the Deputy Chief Executive Officer and cost center managers will be accountable for budgeting the amount in future years. In FY06, \$464,968 was expended on uniform rental and laundry service.

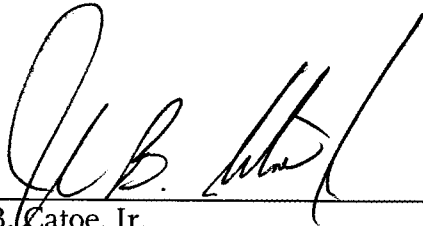
### **ALTERNATIVES CONSIDERED**

One alternative would be to not award the two one-year option periods and solicit competitive bids for a new contract. This option is not recommended because it is not a time and cost-effective option for the MTA. Proper uniforms are required for employees to present a professional image, to protect from grease, oil, other substances and harsh weather, and to comply with the collective bargaining agreement. Additionally, discontinuing the towel laundry service program would result in employees not having adequate resources to properly clean buses.

### **ATTACHMENTS**

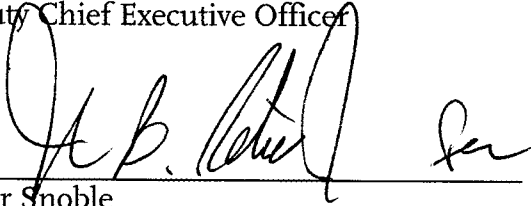
- A. Procurement Summary
- A-1 Procurement History
- A-2 List of Subcontractors

Prepared by: Brady Branstetter, Director, Facilities Maintenance  
Victor Ramirez, Contract Administration Manager  
Jose Chu, Sr. Administrative Analyst



---

John B. Catoe, Jr.  
Deputy Chief Executive Officer



---

Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY**

**UNIFORM RENTAL PROGRAM**

1.	Contract Number: OP3000646		
2.	Recommended Vendor: Aramark Uniform & Career Apparel Inc.		
3.	Cost/Price Analysis Information:		
	A. Proposed Price: \$288,734	Recommended Price: \$288,734	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Indefinite Delivery, Firm Fixed Unit Rate		
5.	Procurement Dates:		
	A. Issued: N/A		
	B. Advertised: N/A		
	C. Pre-proposal Conference: N/A		
	D. Proposals Due: N/A		
	E. Pre-Qualification Completed: May 23, 2003		
	F. Conflict of Interest Form Submitted to Ethics: May 19, 2003		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: No Goal Recommended	Date Small Business Evaluation Completed: January 24, 2003	
	Small Business Commitment: No commitment		
7.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: N/A	Bids/Proposals Picked up: N/A	Bids/Proposals Received: N/A
8.	Evaluation Information:		
	A. Proposer's Names:  Aramark Uniform and Career Apparel Inc.	<u>Proposed Amount:</u>  \$288,734	<u>Best and Final Offer Amount:</u>  N/A
	B. Evaluation Methodology: N/A		
9.	Protest Information: N/A		
	A. Protest Period End Date: N/A		
	B. Protest Receipt Date: N/A		
	C. Disposition of Protest Date: N/A		
10.	Contract Administrator: Victor Ramirez	Telephone Number: (213) 922-1059	
11.	Project Manager: Jose Chu	Telephone Number: (213) 922-8806	

**BOARD REPORT ATTACHMENT A-1  
PROCUREMENT HISTORY**

**UNIFORM RENTAL PROGRAM**

**A. Background on Contractor**

Aramark Uniform and Career Apparel Inc., (Aramark), Burbank, CA, is an industry leader in Uniform Services, including rental programs. They also provide a number of other services such as school nutrition, business dining and high profile refreshment services for Angeles Stadium and the Staples Center. Aramark has over fifty years experience in providing rental uniform and laundry services in Southern California. They currently provide large-scale uniform rental services for Southern California Gas Co., LA Times and American Airlines. Aramark has the capacity to process over 500,000 garment pieces per week. Aramark has performed uniform and towel rental services for Metro since December 2003 and has performed satisfactorily.

**B. Procurement Background**

Contract award to Aramark was made in June 2003 and services began December 2003. The services are performed on a firm fixed unit rate basis for every uniform and towel used on a daily basis. During the three-year base contract term Metro has issued two Contract Modifications. Contract Modification No. 1, covered a one-time replacement of towel inventories from a cotton blend towel to a 100% cotton towel that Metro felt would improve Metro's bus cleaning operations, as well as a new firm fixed price per towel used for the remainder of the Contract term. Contract Modification No. 2, covered the incorporation of Metro Rail's Maintenance of Way personnel's specialty uniforms that were previously covered under a separate contract with Cintas Corp. Contract Modification No. 3 will allow for an increase to the not-to-exceed total Contract price for the additional uniform and towel services at negotiated firm fixed price rates covering the final two years of the Contract.

The Diversity & Economic Opportunity Department did not establish a goal for this project due to the lack of subcontracting opportunities for this type of work.

**C. Evaluation of Proposals**

The Contract modification was submitted by Aramark and was reviewed by Metro Procurement staff. Metro compared prices against the existing Contract firm fixed rate prices, and prices offered by other contractors.

**D. Cost/Price Analysis Explanation of Variances**

Metro Staff determined that firm fixed price rates offered by Aramark for the additional uniform and towel services are fair and reasonable based on price analysis comparison of competitive quotes for the same services.

**BOARD REPORT ATTACHMENT A-2  
LIST OF SUBCONTRACTORS**

**UNIFORM RENTAL PROGRAM**

**PRIME CONTRACTOR** – Aramark Uniform and Career Apparel Inc.

Small Business Commitment: 0%