

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
AUGUST 8, 2018 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
UNIFORM CONTRACT — PUBLIC WORKS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JEFF CALENTINE DEPUTY DIRECTOR OF PUBLIC WORKS

**SYNOPSIS**

A resolution has been prepared authorizing the Public Works Department to enter into a one-year contract with Cintas, Omaha, NE, for the rental and service of uniforms and shop towels in an amount not to exceed \$7,966.40.

**FISCAL IMPACT**

The FY19 Streets, Parks and Sewer budgets provide funding for the proposed contract.

**RECOMMENDATION**

Approval.

**BACKGROUND**

Public Works staff currently have an option to wear the traditional uniform of blue shirt/pants or safety yellow t-shirts with jeans. The existing contract to provide all of these items, as well as laundering services, is with Max I. Walker. Overall satisfaction with the quality of some of their products and services has been low. Consequently, some services included in the contract are not being utilized by employees.

A committee of front line staff representing all Public Works divisions was formed to evaluate department needs, research options and make a recommendation. The committee brought forth a proposal to enter into a contract with Cintas to provide the traditional blue uniforms, jeans and laundry service for the full uniforms. Employees who elect not to wear the traditional uniform will have the option of selecting La Vista Public Works safety yellow t-shirts, sweatshirts and/or coats from various local providers at a maximum cost of \$275 per employee each year. They will be responsible for laundering. This structure provides maximum flexibility for employee uniform selection at an overall reduction in annual cost of approximately \$500.

Two quotes were received for the contract services and Cintas was the low bidder.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, AWARDING A CONTRACT TO CINTAS, OMAHA, NEBRASKA FOR RENTAL AND SERVICE FOR UNIFORMS AND SHOP TOWELS IN AN AMOUNT NOT TO EXCEED \$7,966.40.

WHEREAS, the City Council of the City of La Vista has determined that rental and service for uniforms and shop towels is necessary; and

WHEREAS, the FY19/20 Biennial Budget includes funding for the proposed project; and

WHEREAS, two quotes were received; and

WHEREAS, Cintas, Omaha, Nebraska has submitted the low qualified quote; and

WHEREAS Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secures Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska award a contract to Cintas, Omaha, Nebraska for rental and service for uniforms and shop towels in an amount not to exceed \$7,966.40.

PASSED AND APPROVED THIS 8TH DAY OF AUGUST, 2018.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk



Location No. 749

FACILITIES SOLUTIONS AGREEMENT

Contract No. \_\_\_\_\_

Customer No. \_\_\_\_\_

Customer/Participating Agency La Vista Public Works

Date 8/8/18

Address 9900 Postal Road City La Vista

Phone 402 331 1051

State NE Zip 68128

UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price
	<u>Pricing is reflected on attached Proposal (MW)</u>	

- This agreement is effective as of the date of execution of this document through 36 months. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U).
  - Name Emblem \$ 1.00 ea      Company Emblem \$ 2.00 ea
  - Customer Emblem \$ NA ea      Embroidery \$ NA ea
  - COD Terms \$ 0.00 per week charge for prior service (if Amount Due is Carried to Following Week)
  - Credit Terms - Charge Payments due 10 Days After End of Month
  - Automatic Lost Replacement Charge: Item 360 Shop towels % of Inventory 3 \$ 0.16 Ea
  - Automatic Lost Replacement Charge: Item NA % of Inventory NA \$ NA Ea
  - Minimum Charge \$ 36.00 per delivery
  - Make-Up charge \$ 1.00 per garment.
  - Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc) premium \$ 0.06 per garment.
  - Seasonal Sleeve Change \$ NA per garment.
  - Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
  - Shop towel container \$ NA per week.
  - Artwork Charge for Logo Mat \$ NA
  - Uniform Storage Lockers: \$ NA ea/week Laundry Lock-up: \$ NA ea/week Shipping: \$ NA
  - Service Charge \$ 0.00 per delivery
- This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 5.00 per garment will be assessed for employees size changed within 4 weeks of installation.
  - Other \_\_\_\_\_

FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq	Inventory	Unit Price
	<u>2160</u>	<u>shop towel</u>	<u>Weekly</u>	<u>300</u>	<u>40.07</u>
	<u>022</u>	<u>uniform Advantage</u>	<u>weekly</u>	<u>1</u>	<u>40.06</u>
	<u>014</u>	<u>Embroid Advantage</u>	<u>weekly</u>	<u>1</u>	<u>40.04</u>
	<u>7074</u>	<u>Rep Advantage</u>	<u>weekly</u>	<u>1</u>	<u>48.04</u>

\*Indicated bundled items/services

initial and check box if Unilease. All Garments will be cleaned by customer

initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control

initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

Cintas Loc. No: 749 Omaha, NE CUSTOMER: Please Sign Name \_\_\_\_\_

By: Malcolm Wade Please Print Name \_\_\_\_\_

Title: Sales Rep Please Print Title \_\_\_\_\_

Accepted-GM \_\_\_\_\_ Email \_\_\_\_\_

## US Communities Participating Public Agencies Terms

1. **Participating Public Agencies:** Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.
2. Master Agreement available at [www.uscommunities.org](http://www.uscommunities.org)

### Supplier General Service Terms Section

3. **Prices** Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.
4. **Buyback of Non-Standard Garments** Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company's normal rental product line. Those non-standard products will be designated as such under Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.
5. **Garments' Lack of Flame Retardant Or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.
6. **Logo Mats** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.
7. **Adding Employees** Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one-time preparation fee indicated on Exhibit A. Customer shall not pay Company any one-time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.
8. **Emblem Guarantee** Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.
9. In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.
10. **Terminating Employees** Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company.
11. **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.
12. **Indemnification** To the fullest extent permitted by law, Contractor agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Contractor under this Contract, but only to the extent of Contractor's negligence.
13. **Additional Items:** Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, for non-payment by Customer will pay to Company, as liquidated damages and not as a penalty based upon the following schedule:

If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as liquidated damages equal to 50 weeks of rental service

If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as liquidated damages equal to 36 weeks of rental service

**If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as liquidated damages equal to 23 weeks of rental service.**

**If this agreement is cancelled after 24 months of service, Customer shall pay as liquidated damages of 10 weeks of rental service.**

**Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.**

## Addendum to Cintas Agreement

- Agreement term: La Vista Public Works and Cintas will enter into a 12 month agreement with an annual review and agreement to extend each year, totaling 3 year partnership

Signature: \_\_\_\_\_  
Printed Name: Malcolm Wade  
Title: Sales Rep

Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_