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DEPARTMENT OF  
FINANCE  
PROCUREMENT SERVICES DIVISION

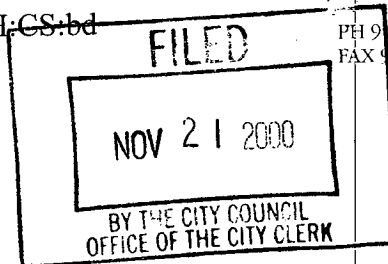
CITY OF SACRAMENTO  
CALIFORNIA  
November 13, 2000  
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City Council  
Sacramento, California

Honorable Members in Session:



**SUBJECT: EXTENSION OF CONTRACT FOR UNIFORM RENTAL SERVICE, BID NO. 1682**

**LOCATION AND COUNCIL DISTRICT:** Citywide

**STAFF RECOMMENDATION:**

Staff recommends that City Council authorize the extension of the current contract with Mission Uniform and Linen Service for Uniform Rental Services which resulted from Bid No. 1682 for one year, through December 10, 2001, in a total amount not to exceed \$300,000.00.

**CONTACT PERSON:** Chris Slay, Buyer II, 433-6240

**FOR COUNCIL MEETING OF:** November 21, 2000

**SUMMARY:**

Staff recommends that the City Council authorize an extension of the current contract with Mission Uniform and Linen Service for Uniform Rental Services which resulted from Bid No. 1682 for one year, through December 10, 2001, in a total amount not to exceed \$300,000.00 for the contract year. This will allow for continuation of services while revised specifications are developed for formal competitive bidding. The current contract with Mission Linen is due to expire on December 10, 2000. Mission Linen has agreed to extend the contract for one year under the same terms, conditions, and pricing as originally bid.

**BACKGROUND:**

This contract is used throughout most City organizations for uniform rental and cleaning services as may be required. The subject contract was established following formal competitive bidding of Bid No. 1682 and awarded by the City Council on October 17, 1995.

The specifications for Uniform Rental Services require review and revision prior to the issuance of a formal competitive bid to establish a new contract. The revision process has required more time than was originally

anticipated, necessitating an extension of the current contract. Mission Linen has agreed to extend the current contract under the same terms, conditions, and pricing for a period of one year. This will allow staff to complete specification revisions and to solicit formal competitive bids for the establishment of a new contract. Staff recommends that the Council authorize a one year extension of the subject contract with Mission Uniform and Linen Service in a total amount not to exceed \$300,000.00 for the contract year.

**FINANCIAL CONSIDERATIONS:**

Funding for these services comes from the various organizations' operating budgets as the services are used. Expenditures for the one year contract extension period are expected to total less than \$300,000.00.

**ENVIRONMENTAL CONSIDERATIONS:**

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

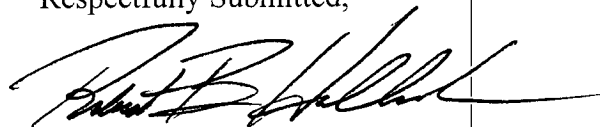
**POLICY CONSIDERATIONS:**

This recommendation is consistent with the requirements for competitive bidding as set forth in Chapter 3.56 of the Sacramento City Code and with the requirements of the prior City Code Title 57 which was in effect at the time of bid opening. The requirements of the new City Code Chapter 3.56 are the same as those previously required under Title 57.

**ESBD CONSIDERATIONS:**

Bid No. 1682 was sent to eleven (11) vendors, five (5) of which were identified as M/WBE firms. No response was received from a minority-owned or woman-owned enterprise. When new bids are solicited to replace the current contract, participation of emerging and small business enterprise firms will be encouraged.

Respectfully Submitted,



Robert B. Holbrook  
Procurement Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS  
City Manager