



Detroit Water and Sewerage Department

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Legislation Text

File #: 20-0133, **Version:** 1

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to approve **Contract# 6002792 with Cintas Corporation through the Omnia Partners cooperative for uniform rental and laundry services for a total amount not-to-exceed \$1,895,000 and a term of up to 6.5 years.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of May 20, 2020

Item No.: 20-0133

Contract No: 6002792

Contractor: Cintas Corporation, 13500 Ashurst St., Livonia, MI 48150

Total Contract Amount: \$1,895,000

Contract Term: 7/1/20-10/31/27, (includes two 2-year renewal options exercisable by the DWSD Director as per Omnia's extension to cooperative contract #R-BB-19002 (up to 6.5 years))

TO: The Honorable
Board of Water Commissioners
City of Detroit, Michigan

FROM: Gary Brown, Director
Water and Sewerage Department

RE: Proposed DWSD Contract No. 6002792
Uniform rental and laundry services
Cintas Corporation

MOTION

Upon recommendation of Mamata Burgi, Procurement Manager, the Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to approve **Contract# 6002792 with Cintas Corporation through the Omnia Partners cooperative for uniform rental and laundry services for a total amount not-to-exceed \$1,895,000 and a term of up to 6.5 years.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

BACKGROUND & JUSTIFICATION

DWSD's public facing and internal operations departments such as, Facilities, Meter Operations, Field Services and Fleet Services personnel are required to wear uniforms during their work hours. Uniforms ensure a

professional business image, provide some protection for our employees and identify DWSD employees during work hours throughout the City.

The scope of the proposed contract with Cintas Corporation will ensure approved personnel receive multiple sets, Facilities, Fleet & Meter Operations require 11 sets and Maintenance & Repairs Division require 13 sets of new uniforms, as selected by the department leader. DWSD departments are able to customize their uniforms based on their needs, such as flame resistant work wear that helps prevent injuries caused by accidental electrical arc flashes or flash fires, high visibility uniforms as required by OSHA protect workers from being struck by motorized vehicles when working on or near roads.

Services include weekly pick up of dirty uniforms and replacement with cleaned uniforms and also include repairs such as, replacing lost buttons or mending rips/tears as needed (unless beyond repair - at which time, the contract covers the replacement of the item).

The current staffing levels of each department is listed below; however, the numbers may increase and/or decrease over the duration of the contract to meet the needs of DWSD operations:

- Field Services - 175 employees
- Fleet Services - 21 employees
- Meter Operations - 40 employees
- Facility Operations - 14 employees

PROCUREMENT METHOD

The DWSD Procurement Policy allows for participation in competitively solicited cooperative purchasing agreements.

Prior to utilizing a cooperative contract, the DWSD Procurement Policy requires Detroit Based Businesses (DBB) and Detroit Resident Businesses (DRB) be provided an exclusive opportunity to submit a bid that is equal to or less than the price of the cooperative purchase agreement, provided the DBB or DRB will meet or exceed all terms and conditions of the cooperative agreement. To ensure compliance, DWSD Procurement issued an Invitation to Respond (ITR) on the MITN website on March 13, 2020 and required an intent to respond due on March 20, 2020 and the timeline included a final close date for qualified responses of March 27, 2020. The ITR was viewed by 6 companies and yielded one response from Maurer's Textile Rental Services which is not a certified DBB or DRB, so they did not meet the qualifications of the ITR and was deemed nonresponsive.

Omnia Partners, through a lead agency, issued a Request for Proposals for uniform rental and laundry services and consequentially, awarded this contract based on the highest ranked proposal. The cooperative Omnia Partners Contract No. R-BB-19002 contract term is through October 31, 2023, with two 2-year renewal options. The total not-to-exceed amount for the DWSD contract includes funds for both renewal options as well as an as-needed buffer, as requested by the department, \$60,250 to accommodate additional staff and/or departmental needs.

SUMMARY

- A. Contract Number: 6002792
- B. Contractor: Cintas Corporation
- C. Contract Term: 7/1/20 - 10/31/27, with two 2-year renewal options (up to 6.5 years)
- D. Contract Amount: \$1,895,000
- E. Funding Source: O&M Funds

F. GL Strings by Department:

Fleet Operations

5720-20167-482422-617900-000209-10731-0000-000000 - 30% Water
5820-20178-492422-617900-000230-15956-0000-000000 - 70% Sewer

Maintenance & Repairs / Field Services

5720-20167-482431-627195-000209-10680-0000-000000 - 40% Water
5820-20178-492431-627195-000230-15826-0000-000000 - 60% Sewer

Meter Operations

5720-20167-482432-627195-000209-10830-0000-000000 - 30% Water
5820-20178-492432-627195-000230-15948-0000-000000 - 70% Sewer

Facility Operations

5720-20167-482421-622300-000209-10743-0000-000000 - 30% Water
5820-20178-492421-622300-000230-15962-0000-000000 - 70% Sewer

G. Projected Fiscal Year Spend by Department:

Fleet Operations

FY 20-21: \$20,000	FY 21-22: \$20,000	FY 22-23: \$20,000	FY 23-24: \$20,000
FY 24-25: \$20,000	FY 25-26: \$20,000	FY 26-27: \$10,000	

Maintenance & Repairs / Field Services

FY 20-21: \$110,900	FY 21-22: \$180,500	FY 22-23: \$180,500	FY 23-24: \$180,500
FY 24-25: \$180,500	FY 25-26: \$180,500	FY 26-27: \$159,850	

Meter Operations

FY 20-21: \$40,000	FY 21-22: \$40,000	FY 22-23: \$40,000	FY23-24: \$40,000
FY 24-25: \$40,000	FY 25-26: \$40,000	FY 26-27: \$20,000	

Facility Operations

FY 20-21: \$14,000

FY 21-22: \$14000

FY 22-23: \$14,000

FY 23-24: \$14,000

FY 24-25: \$14,000

FY 25-26: \$14,000

FY 26-27: \$7,000

This contract was presented to the BOWC Finance Committee on May 6, 2020. Per the DWSD Procurement Policy, Post FRC review is also required and will be requested in May 2020 to complete all required approvals.