W.8.D.1.

AGENDA COVER MEMORANDUM

Agenda Date:

February 2, 2005

TO:

Board of County Commissioners

DEPARTMENT:

Management Services

PRESENTED BY: Gail Murray, Purchasing Manager

SUBJECT:

N THE MATTER OF AWARD OF BID #LCP 2004-09 FOR

INDUSTRIAL REQUIREMENTS PURCHASE OF LINEN

SERCVICES

1. MOVE TO ACCEPT BID FOR LCP 2004-09 FOR PROPOSED MOTION: REQUIRMENTS PURCHASES OF INDUSTRIAL LINEN SERVICES FROM ARAMARK UNIFORM SERVICES FOR THE PRICES BID

2. **ISSUE/PROBLEM:**

Lane County departments require the services of qualified vendors for the provision of industrial linen services. As the agreement is estimated to be approximately \$20,000 per year, a formal bid was prepared for a new three-year contract for the services.

3. **DISCUSSION:**

3.1 Background.

A bid for the purchase of industrial linen was prepared and advertised in the Register Guard on October 3, 2004. In response to the Invitation for Bid, two bids were received, as listed on the Bid Opening Recap Sheet.

3.2 Analysis.

The bids were evaluated by the Purchasing Manager for conformance to bid specifications and requirements. The bid submitted by Aramark Uniform Services Inc. was determined to meet the bid specifications and had the lowest total cost.

- 3.3 Alternatives/Options.
- 1) Award the bid to the lowest responsive bidder, Aramark Uniform Services, for the prices bid;
- 2) Do not approve the order, thereby ending the usage of a contract for the service. This would require individual departments to solicit quotes for the service on an on going basis, which would not be cost effective;
- 3) Re-bid the service

3.4 Recommendation.

It is recommended that award of Bid LCP 2004-09 be made to the lowest responsive bidder, Aramark Uniform Services, based on conformance to bid specifications; a three year contract be signed by the vendor; and the County Administrator be authorized to execute the contract.

3.5 Timing.

It is anticipated that a new contract will be executed by February 2005. Since the recommended vendor is the current provider, there will be no disruption of service or need to change inventory.

4. IMPLEMENTATION/FOLLOW-UP:

Following approval of the bid award, a contract will be signed by the vendor and delivered to the County Administrator for execution.

5. ATTACHMENTS:

Board Order Bidder's Proposal Bid Opening Recap Sheet Bid Cover Sheet

IN THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

IN THE MATTER OF AWARD OF BID LCP CONTRACT FOR INDUSTRIAL LINEN 2004-09 FOR REQUIREMENTS PURCHASE SERVICES.

WHEREAS, at the duly authorized time and place on October 27, 2004, Gail Murray, Purchasing Manager, under authority of Lane Manual Chapter 21, opened bids on the following:

LCP 2004-09 FOR REQUIREMENTS PURCHASE OF INDUSTRIAL LINEN SERVICES

WHEREAS, the lowest responsive bid was received from Aramark Uniform and the Purchasing Manager recommends that the bid be accepted; therefore it is hereby

ORDERED that the bid received from Aramark Uniform Services be accepted as recommended; and it is further

ORDERED a three year contract be awarded to Aramark Uniform Services; in accordance with bid specifications; and that the County Administrator be authorized to sign the contract.

DATED this	day of	, 2005		
	C	hair. Board of Cou	inty Commissioners	

IN THE MATTER OF AWARD OF BID LCP 2004-09 FOR REQUIREMENTS PURCHASE OF INDUSTRIAL LINEN SERV ICES

APPROVED AS TO FORM

OFFICE OF LEGAL COUNSEL

Grand Extended Total

BID PROPOSAL TO LANE COUNTY

FOR FURNISHING AND DELIVERY OF: INDUSTRIAL LINEN SERVICES

No.

Item Description

COMMISSION NO. 383380 MY COMMISSION EXPIRES AUG. 03, 2008

A.	GRAND EXTENDED TOTAL from Attachment 2 \$ 18,294 93
Provisions Lane Cou requirement on the GR	rsigned, as bidder, declares that s/he has carefully examined the Specifications and General and that bidder proposes and agrees, if the bid proposal is accepted, that bidder will contract with nty to furnish the item(s) in the manner and time herein prescribed and according to all the nts set forth. The undersigned further understands and accepts that the award of bid is to be based AND TOTAL ITEM A and that the materials and services contract will be based on the unit prices the Unit Price Attachment Pages.
A bidder n	nay withdraw the bid at any time prior to the day of the bid opening. However, all bids shall be for a period of sixty (60) days from the day of the bid opening.
The bidder	r hereby certifies that s/he is a resident bidder, as defined in ORS 279.029, e of
discriminal subcontract described any persor	below, the undersigned hereby certifies that s/he is an equal opportunity employer, has not sed against any minority, women, or emerging small business enterprises in obtaining any required cts, and that to the best of proposer's knowledge s/he is in compliance with all Oregon tax laws in ORS 305.380(4). In addition, the bidder represents that the bid is made without connection to a, firm or corporation making a bid for the same materials, and is in all respects fair at collusion.
AR	AMARK UNIFORM SERVICES AT AND
Address	Signature TEVE AIRVILLA Signature TEVE AIRVILLA Print or type name NOTRICT MANAGER
	Title
_	8:(541)484-1771 Business I.D. No. 95-3082883 41)344-6088 Email: 1724-Alwows eventamen Alaman
Subscribe	d and sworn to before me this day 27th of OCTOBER , 2004.
	Notary Public for the State of OREGON
	My commission expires 8-3-08
	OFFICIAL SEAL RICHARD H CROWNOVER

----REVISED ATTACHMENT 2 (TRANSFER TOTAL TO ATTACHMENT 1

PROPOSAL = UNIT PRICE ATTACHMENT PAGE 1 of 2 THESE PAGES MUST BE RETURNED WITH THE BID PROPOSAL PAGE:

Item Description	Réplacement Cost (Per	Estimated Ánnual	Unit Price Per Pickup	Extended Total
Description	Unit)	Volume	And Laundry	Column A +
	(C=h A)	(Caluma B)	(Caluma C)	Result
	(Column A)	(Column B)	(Column C)	of (B X C)
Coveralis - Cotton	2400	2,000	•76	154400
Coveralls - Synthetic	2400	3,000	.70	212400
Denim Shop Apron	200	500	.24	/22 00
Dust Mop - 18"	_ 2 °r	500	.55	277 **
Dust Mop = 24"	300	500	.75	378 "
Dust Mop - 30"	300	1,000	. 78	783 "
Dust Mop - 42"	400	500	. 98	494 **
Industrial Parits	1200	1,000	.39	40200
Industrial Shirts L/S	1000	500	-35	18500
Industrial Shirts S/S	1000	500	٠35	18500
Jackets - Long Hip	1500	250	. 95	25-250
Jackets - Long Walst	1500	250	. 95	25250
Shop Coat - Synthetic	1500	500	-76	39500
Shop Coat - Cotton	800	500	.76	388 €
Short Coat - Synthetic	São	500	.58	298 00
Short Coat - Cotton	800	500	.50	258 °°
Lab Coat	800	250	.73	19050
Māts - 3' X 4'	28 cc	1,000	130	132800
Mats - 4' X 6'	3400	1,000		281400
Mats - 3' X 10'	38 %	1,000	350	3238 20

End of Page 1 of 2

Mats - Scraper	35%	250	300	785°
Mats - Scraper 2' X 3'	2100	250	120	396°°
Tewel - Hand	.20	500	.09	45-50
Towel Printer	.21	500	.05	25-21
Towel - Shop - Colored	.21	15,000	.045	675-31
Towel - Shop - White	.21	7,500	.045	337 2'
Seat Cover	570	250	- 48	122 10

ITEM A - GRAND EXTENDED TOTAL

\$ 1829493

TRANSFER TOTAL TO ATTACHMENT 1

End of Page 2 of 2

LANE COUNTY PURCHASING BID OPENING RECAP SHEET

Bid Number: LCP 2004-09 For: Industrial Linen Services

Opened By:

Gail Murray, Purchasing Manager

Recorded By: Christine Moody, Executive Assistant Date: 10/27/04

Recorded by. Christine Wood	<i>ly,</i> Executive Assistant Date:	10/27/04
BIDDER	BID AMOUNT	BID BOND
Aramark Uniform Services Steve Arnold	Grand Total \$18,294.93	Bid Bond 10%
PO Box 21210		Continental Casua
Eugene OR 97402 541-484-1771		
071-707-1771		
Alsco/American Linen	Grand Total \$21,823.40	Bid Bond 10%
Bill Inge 1831 West Broadway		Western Surety C
Eugene, OR 97402		Western surety s
End of Bid List		
END OF BIDDER LIST		1

Gail Murray, Purchasing Manager

LANE COUNTY BID COVER SHEET

1. PROJECT TITLE: <u>Industrial Linea Services</u>
DEPARTMENT: Mant Juc DIVISION: Purchasing
2. PREPARED BY: Gal- Mussau Y 8597 9/17/04 Signature Phone Date
GM a. Instructions to Bidders GM b. Specifications GM c. Bid Form GM d. Bid Security Provision GM e. Contract Form GM f. General & Special Conditions M/A g. Performance Bond Provisions h. Other
3. LEGAL NOTICE PREPARED BY: Augusture Phone Date
NAME OF PAPER a. REGISTER GUARD b. DAILY JOURNAL OF COMMERCE DATE(S) OF NOTICE ABD 10/3/64
4. LEGAL COUNSEL APPROVAL: Thaillew 3725 9/23/02
5. RISK MANAGER APPROVAL: Signature Signature Signature Phone Phone Date 10/21/04
Signature Phone Date
7. DEPARTMENT REVIEW AND APPROVAL (The above items are required in the operation of Department and the expenditure they represent is an approved budget charge
Budget Code: Multiple User Alpts \$ 05 Needed Fund-Dept/Div-Object-Prog-Grant Amount APPROVED BY: Each User Depts Requirements
APPROVED BY: Each User Depts Requirements
Signature Title Date
8. PREPARATION OF AWARD (Initial Below)
a. Recap Sheet Prepared and Attached b. Proposal Forms Complete and Agenda Item Prepared c. Recommendation sent to all Proposers
REMARKS ON ANY DEVIATIONS:
4.7
RECOMMENDATION BY: Signature Phone Date