



**DATE:** March 20, 2018

**TO:** Mayor and Council Members  
Chair and Board Members, Hesperia Water District

**FROM:** Nils Bentsen, City Manager

**BY:** Mike Blay, Assistant City Manager  
Casey Brooksher, Director of Finance  
Keith Cheong, Financial Analyst

**SUBJECT:** Uniform Services Contract

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## **RECOMMENDED ACTION**

It is recommended that the City Council and the Board of Directors of the Hesperia Water District authorize the City Manager to approve a two-year agreement with Prudential Overall Supply to provide uniform services in the total not-to-exceed amount of \$52,139.

## **BACKGROUND**

The City of Hesperia and Hesperia Water District utilizes a uniform services company to provide uniform rental and laundering services for various departments/divisions that regularly perform their job duties outside of City buildings. Utilizing a uniform service provider allows for a professional and consistent appearance to clearly identify City of Hesperia and Hesperia Water District staff as they perform their job-related services to the community out in public.

## **ISSUES/ANALYSIS**

Due to performance-related issues with the current contracted vendor, the City decided to seek alternative vendors. Therefore, on February 1, 2018, a formal bid for uniform services was released. As part of the formal bid, individual pre-qualification meetings were held with each interested bidder to show sample uniform items and answers questions to ensure that the uniform items and service levels meet the City's standards. A city panel consisting of representatives from each department utilizing uniforms as well as the Assistant City Manager reviewed and scored each interested bidder to determine if the bidder qualified as a "responsible, responsive bidder" and thus eligible to submit a valid bid. Of the five (5) interested uniform service companies, the panel deemed two (2) companies to be qualified as responsible, responsive bidders that met the uniform needs of the City. On March 1, 2018, a public bid opening was held with both of the qualified companies submitting a bid. After review of the two (2) bids submitted and verifying the references listed in the bid, Prudential Overall Supply was deemed to be the lowest responsible, responsive bidder.

## **FISCAL IMPACT**

Sufficient budget authority is included in the FY 2017-18 Budget within the General, Streets Maintenance, Water Operating, and Sewer Operating Funds.

**ALTERNATIVE(S)**

Provide alternative directed to staff.

**ATTACHMENTS**

None