



Recommendation for Action

File #: 23-3643, Agenda Item #: 18.

1/18/2024

Posting Language

Authorize an amendment to a contract for continued uniform and shop towel rental and cleaning with Cintas Corporation No. 2, to increase the amount by \$1,076,200 for a revised total contract amount not to exceed \$1,675,400.

[Note: This contract was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the goods and services required for this contract, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$315,000 is available in the Fiscal Year 2023-2024 Operating Budget of various City departments.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Contract Amendment.

Prior Council Action:

December 5, 2019 - Council approved a multi-term cooperative contract with CINTAS Corporation No. 2, to provide rental and cleaning services for uniforms and shop towels.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Additional Backup Information:

This amendment will provide rental and cleaning services of uniforms and shop towels for multiple department employees. This will ensure that field staff maintain a reliable source to clean their uniforms and towels which may be soiled with construction-related materials in a safe and environmentally appropriate manner. Cintas Corporation No. 2 uses a U.S. Environmental Protection Agency-recommended and approved process to handle this waste stream.

The requested authorization is based on departmental estimates of future needs. Cintas Corporation No. 2 is contracted through the Omnia Partners Cooperative, a cooperative purchasing association recognized under

Texas procurement statutes. Cooperative associations, themselves or using a lead government, competitively solicit and award contracts that are eligible for use by other qualified state and local governments. Due to their substantial volumes, larger than any one government could achieve independently, cooperative contracts routinely include superior terms, conditions, and pricing. Use of cooperative contracts also results in lower administrative costs and time savings.

If additional funds are not added to the contract, employees must clean their uniforms and towels using local commercial laundry facilities or home washers and dryers. This could potentially create an environmental hazard because grease, oils, and other lubricants washed out of the clothes would drain into and contaminate the wastewater system.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Current Contract Authorization</u>	<u>Requested Additional Authorization</u>	<u>Revised Total Authorization</u>
Initial Term	4 yrs.	\$421,760		\$ 421,760
Contract Amendment	1 yr.	\$ 72,000		\$ 72,000
Extension Option 1	1 yr.	\$105,440		\$ 105,440
Proposed Amendment			\$1,076,200	\$1,076,200
TOTAL	6 yrs.	\$599,200	\$1,076,200	\$1,675,400

Note: Contract Authorization amounts are based on the City's estimated annual usage.