

BOT Meeting:	December 18, 2017
Solicitation No.:	RFP 18-002KB
References:	Board Policy: CH (Local) District Goal : Scalable Systems
Description:	<p>Work Uniforms and Related Items:</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the rental and purchase of work uniforms and related items, and authorization for the Superintendent to negotiate and execute the contract and any subsequent renewals.</p> <p><u>Summary</u></p> <p>RFP 18-002KB requested pricing, as well as a related items discount, for work uniforms primarily for personnel at the Distribution Center, Facilities, and Transportation Departments.</p> <p>Rental uniform styles and colors vary by department. A basic rental uniform consists of a button down shirt with an FBISD embroidered logo patch and name patch of the employee and a pair of slack style pants. Purchase uniforms include but are not limited to custodian polo shirts, cold weather apparel, ball caps, safety vests, etc.</p> <p>The recommended vendor for rental uniforms is UniFirst Corporation. The vendor will pick up, clean, and deliver rental uniforms weekly to the Distribution Center, Facilities, Hodges Bend Transportation Terminal, and Lake Olympia Transportation Terminal buildings. A multiple vendor award to all six (6) vendors that submitted proposals is recommended for purchased uniforms, which offers the end user a variety of apparel options.</p> <p>The 2016-17 expenditures were \$86,318, and the 2017-18 year-to-date expenditures are \$28,507. The department is requesting \$125,000 to cover anticipated growth in staff needs during the term of the bid. This amount is included in the budget.</p>
Requested By:	Oscar Perez, Chief Operations Officer Steven Bassett, Chief Financial Officer
Vendor:	<p><u>Rental:</u> UniFirst Corporation</p> <p><u>Purchase:</u> G & K Services/Cintas GA Advertising Jovi Printing Leonetti Graphics, Inc. Lone Star Towel & Mat Services, LLC UniFirst Corporation</p>

Budget Sources:	General Funds
Amount:	\$125,000
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	5
Number of vendors contacted by FBISD Notification System:	523
Number of vendors downloaded the solicitation:	139
Number of responses received:	6
Number of "no bid" responses received:	2
Length of commitment:	Maximum of five (5) years
Last solicitation date:	October 19, 2015
Supporting documents:	Tabulation and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Vendor	Purchase Price (10 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (15 pts. Max)	Extent to which the Goods and Services Meet the Needs of the District (35 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Vendor's principal place of business is in the state of Texas or employs 500 people in state of Texas (5 pts. Max)	Ability to Service District with Staff and Insurance (5 pts. Max)	Standard Form of Agreement (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
UniFirst Corporation	10	5	11.86	25.57	5	9.14	1	5	10	82.57	1
Leonetti Graphics, Inc.	5	3	8.86	20.43	5	8	5	5	10	70.29	2
Lone Star Towel & Mat Services, LLC	5	1	9.57	17.57	5	8.57	5	5	10	66.71	3
Jovi Printing	5	1	8.14	15.29	1	7.29	5	5	10	57.72	4
GA Advertising	5	1	8	15.14	1	7.29	5	5	10	57.43	5
G & K Services/Cintas	5	1	6.57	13.29	5	5.29	5	5	10	56.15	6

RFP 18-002KB
Work Uniforms and Related Items

Evaluation criteria: Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District's needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	Purchase price Offer a fair reasonable price for items to be procured by Fort Bend ISD.	10 points
2	Reputation of the vendor and of the vendor's goods or services Proposer should have a solid reputation with other ISD's, Government or Collegiate entities that shows a high level of customer service and a high level of quality of good or services. References will be contacted via e-mail	5 points
3	Quality of the vendor's goods or services Vendor's products should be new and be of the highest quality with an option to substitute.	15 points
4	Extent to which the goods or services meet the district's needs or specifications	35 points
5	Vendor's past relationship with the district	5 points
6	The long-term cost to the district to acquire the vendor's goods or services	10 points
7	Vendor's principal place of business is in the state of Texas or employs 500 people in the state of Texas	5 points
8	Ability to service our accounts with proper staff and insurance requirements Each vendor should identify their process for returns, exchanges, and provide more information about local or account representative.	5 points
9	Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD (10 pts.)	10 points
10	The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.	0 points
	TOTAL	100 points