

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: October 17, 2019

Item description/summary:

Consider a uniform contract with Cintas. This item has been discussed in a few committees. Our current uniform provider is providing substandard service and we have given them correction notices they have ignored. We finally gave our current provider a termination notice and wish to receive service from Cintas. The contract they have provided is through their government services branch and has been selectively and competitively bid for government agencies. They have a clause that allows us to give notice and terminate services for cause should we receive substandard service. I would recommend the basic program.

Fiscal Analysis:

Currently our service costs about \$220 per week and would go up to \$255 per week with Cintas.

Employee Feedback

None

Sample Motion:

Move to approve the attached contract with Cintas for OPUD uniforms.

Prepared by:

John Tillotson, P.E., General Manager



Barbara P. Canavan, Interim Superintendent of Schools
102 S. Hickory Avenue, Bel Air, Maryland 21014
Office: 410-838-7300 • www.hcps.org • fax: 410-893-2478

Purchasing Department

Jeffrey LaPorta, Supervisor of Purchasing
410-638-4083, jeff.laporta@hcps.org

April Lemmert
Senior Account Manager
Cintas Corporation

We have successfully utilized Cintas as our uniform rental provider for numerous years. This relationship has been very effective from a service aspect, as well as a fiscal aspect.

For almost 10 years Cintas has supplied the staff of our 60 schools and buildings to a standard that our district expects from our suppliers. Cintas has worked on solutions with us in times when we needed to adjust our uniform budget, adjust delivery schedules and change uniform design. We counted on Cintas to work with us on these issues, and they enthusiastically did so.

Recently Cintas performed an on-site demonstration of their deep-cleaning solutions for our custodial staff. They conducted a before-and-after showing of the deep cleaning results for several of our student bathrooms. The results were dramatic to the point that our custodial staff requisitioned their budget manager for the cleaning of several additional school bathrooms. This was a timely solution for us as our district recently lost custodial staff due to personnel budgetary concerns. Cintas's was able to provide cleaning solutions for us that we did not have the labor resources to do ourselves.

I strongly encourage any company to consider Cintas for not only their uniform supply program but for many of the other facility solutions they offer, many of which most of us would not immediately associate with Cintas. Services such as fire extinguisher service, AED service, cleaning supplies and other related products and services.

Jeffrey LaPorta
Supervisor of Purchasing
Harford County Public Schools



The Arc.
of Essex County
Achieve with us.

123 N
Livingston, New

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www

Brad K. Hop
Linda C. Lucas, Chief Ex

To Whom It May Concern:

I am writing this letter of recommendation for our current supplier, Cintas. We are currently utilizing Cintas' program, in which they manage and deliver our janitorial supplies. Previously we were using a variety of other vendors for delivery and our maintenance staff needed to monitor and restock supplies. Since switching to Cintas, our maintenance manager and staff have been able to allocate their valuable time towards other more important tasks rather than focusing on ordering and ensuring that we have an adequate supply to get through the week. This program gives us an easy way to track our usage and streamline our purchasing patterns.

In addition to the convenience that Cintas provides with their weekly delivery service and inventory management, we were able to save a considerable amount of money by leveraging Cintas's partnership with US Communities.

I personally recommend Cintas to any business looking to improve their current way of managing their facility supply needs.

Sincerely yours,

Frank Cinque
Sr. Manager, Property & Housing

For people with intellectual and developmental disabilities and their families since 1962

Waylon Avenue
New Jersey 07039

973-535-1181
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www.arcessex.org

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Executive Officer

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Cintas is your expert in delivering programs to ensure your facilities are clean, safe and secure.

Here's what Cintas can do for you.

Automated External Defibrillator (AED)
Leading-edge medical technology to protect your employees and customers.

Safety
Safety products from leading manufacturers.

Cleaning Chemical Service
Simple and accurate cleaning chemical dispensing to maximize cleaning efficiencies. Cleaning Chemicals also available for kitchens.

Clean Kitchen Programs
Effective management of your food service operation.

Uniform Purchase
Great-looking, stylish, comfortable garments and accessories for every industry.

Uniform Rental
Durable, comfortable garments and excellent service for hassle-free appearance control.

First Aid
Quality first aid products van-delivered according to your scheduling needs.

Training
Cintas' Blended Solutions allow you to tailor a safety training program to your business.

Clean Restroom Programs
Washroom service and supplies for appearance and cleanliness.

Fire Protection
Fire extinguishers, emergency lighting and exit signs, sprinkler systems, and alarm service and monitoring.

Restroom Deep Cleaning
Sanitization of your restroom with Sanis UltraClean.

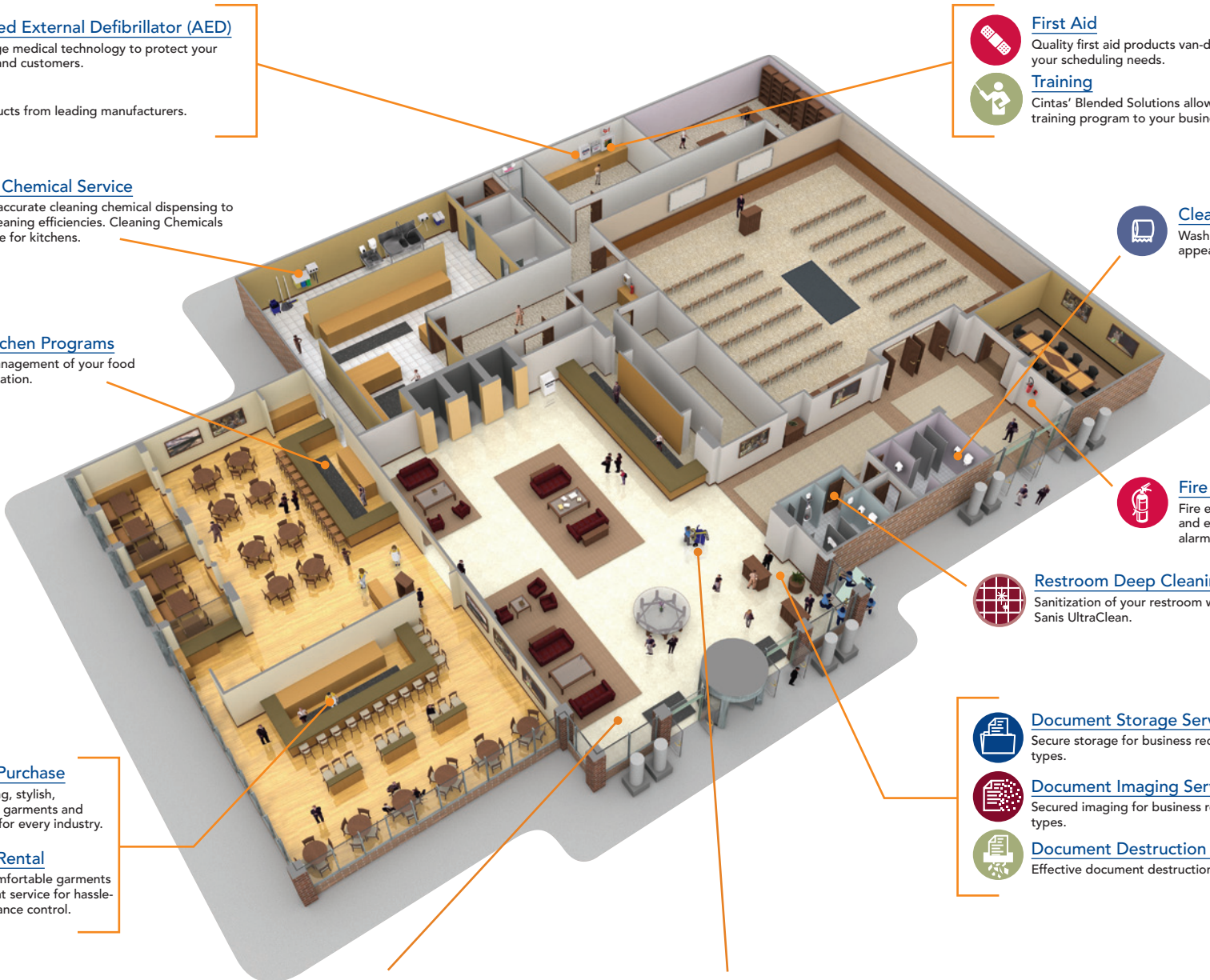
Document Storage Services
Secure storage for business records and various media types.

Document Imaging Services
Secured imaging for business records and various data types.

Document Destruction Service
Effective document destruction for maximum protection.

Safe Floor Program
Mats and mops for a clean, dry and safe work environment.

Tile and Carpet Deep Cleaning
Deep cleaning of tile/grout and carpet, reviving it back to its best condition.





Proposed By:
Taylor Barrett
Cintas #622 - Sacramento, CA
(916) 224 0446

Garment and Facility Services Totals

ITEM #	ITEM DESCRIPTION	QTY PER EMPLOYEE	UNIT RATE	FREQ	QTY OVERALL	COST	REMARKS
Basic Program							
935	Men or Women's Comfort Shirt	5	\$ 0.19	W	75	\$ 14.25	
275	Men or Women's Performance Polo	6	\$ 0.39	W	90	\$ 35.10	
382	Carhartt Carpenter Jean	11	\$ 0.53	W	165	\$ 87.45	
381	Carhartt 5 Pocket Jean	11	\$ 0.48	W	165	\$ 79.20	
843XX	Black Carpet Mat	3	\$ 2.07	W	3	\$ 6.21	
00002	Uniform Advantage	11	\$ 0.08	W	165	\$ 13.20	
07074	Prep Advantage	11	\$ 0.06	W	165	\$ 9.90	
00014	Emblem Advantage	11	\$ 0.06	W	165	\$ 9.90	
N/A	Service Charge	1	\$ -	W	1	\$ -	
Proposed Weekly Cost (before tax)						\$255.21	

ITEM #	ITEM DESCRIPTION	QTY PER EMPLOYEE	UNIT RATE	FREQ	QTY OVERALL	COST	REMARKS
Enhanced Program							
59935	Women or Men's Comfort Shirt with Enhanced Visibility	5	\$ 0.58	W	75	\$ 43.50	Our classic comfort shirt with the enhanced visibility striping.
275	Men or Women's Performance Polo	6	\$ 0.39	W	90	\$ 35.10	
382	Carhartt Carpenter Jean	11	\$ 0.53	W	165	\$ 87.45	
381	Carhartt 5 Pocket Jean	11	\$ 0.48	W	165	\$ 79.20	
387	Carhartt Featherweight Coverall	11	\$ 1.14	W	15	\$ 12.54	Lightweight Carhartt coverall with zip-off boots.
843XX	Black Carpet Mat	3	\$ 2.07	W	3	\$ 6.21	
00002	Uniform Advantage	11	\$ 0.08	W	165	\$ 13.20	
07074	Prep Advantage	11	\$ 0.06	W	165	\$ 9.90	
00014	Emblem Advantage	11	\$ 0.06	W	165	\$ 9.90	
N/A	Service Charge	1	\$ -	W	1	\$ -	
Proposed Weekly Cost (before tax)						\$297.00	

ITEM #	ITEM DESCRIPTION	QTY PER EMPLOYEE	UNIT RATE	FREQ	QTY OVERALL	COST	REMARKS
Premium Program							
65386	Lime Yellow Reflective Class 2 Unisex Work Shirt	5	\$ 0.97	W	75	\$ 72.75	This is the ANSI Class 2 Rated work shirt, lime green with reflective trim.
275	Men or Women's Performance Polo	6	\$ 0.39	W	90	\$ 35.10	
382	Carhartt Carpenter Jean	11	\$ 0.53	W	165	\$ 87.45	
381	Carhartt 5 Pocket Jean	11	\$ 0.48	W	165	\$ 79.20	
387	Carhartt Featherweight Coverall	11	\$ 1.14	W	15	\$ 12.54	
843XX	Black Carpet Mat	N/A	\$ 2.07	W	3	\$ 6.21	
00002	Uniform Advantage	11	\$ 0.08	W	165	\$ 13.20	
07074	Prep Advantage	11	\$ 0.06	W	165	\$ 9.90	
00014	Emblem Advantage	11	\$ 0.06	W	165	\$ 9.90	
N/A	Service Charge	1	\$ -	W	1	\$ -	
Proposed Weekly Cost (before tax)						\$326.25	



FACILITIES SOLUTIONS AGREEMENT

Location No. _____
 Contract No. _____
 Customer No. _____
 Main Corporate Code → **New CC 13218**

Customer/Participating Agency _____ Date _____
 Phone _____
 Address _____ City _____ State _____ Zip _____

UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price

- This agreement is effective as of this date from _____ to _____, with a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the Master Agreement. Any negotiations of price, terms or discounts must be approved by Prince William County Public Schools for the Master Agreement. Any such changes shall take effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U).
- Name Emblem \$ _____ ea • Company Emblem \$ _____ ea
- Customer Emblem \$ _____ ea • Embroidery \$ _____ ea
- COD Terms \$ _____ per week charge for prior service (if Amount Due is Carried to Following Week)
- Automatic Lost Replacement Charge: Item _____ % of Inventory _____ \$ _____ Ea.
- Automatic Lost Replacement Charge: Item _____ % of Inventory _____ \$ _____ Ea.
- Minimum Charge \$ _____ per delivery.
- Make-Up charge \$ _____ per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ _____ per garment.
- Seasonal Sleeve Change \$ _____ per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Artwork Charge for Logo Mat \$ _____
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ _____ per garment will be assessed for employee's size changed within 4 weeks of installation.
- Other _____

FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price

*Indicated bundled items/services

- ____ _____ Initial and check box if Unilease. All Garments will be cleaned by customer
Date _____
- ____ _____ Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control
Date customer.
- ____ _____ Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments
Date direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

Cintas Loc. No: _____ CUSTOMER:
Please Sign Name _____

By: _____ Please Print Name _____

Title: _____ Please Print Title _____

Accepted-GM: _____ Email _____

Omnia Partners Public Sector Participating Public Agencies Terms

1. Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Prince William County Public Schools to other government agencies (“Participating Public Agencies”) that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.
2. Master Agreement available at <https://www.omniapartners.com/publicsector>

Supplier General Service Terms Section

3. Prices Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.
4. Buyback of Non-Standard Garments Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company’s normal rental product line. Those non-standard products will be designated as such under-Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.
5. Service Guarantee: Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental items are paid for at the then current replacement values or returned to Company in good and usable condition.
6. Garments' Lack of Flame Retardant or Acid Resistant Features Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.
7. Logo Mats In the event that Customer decides to delete any mat bearing the Customer’s logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.

8. Adding Employees Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one-time preparation fee indicated on Exhibit A. Customer shall not pay Company any one-time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.
9. Emblem Guarantee Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.
10. In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.
11. Terminating Employees Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company.
12. Replacement In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.
13. Indemnification To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.
14. Additional Items: Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Company for non-payment by Customer at any time Customer will pay to Company, as termination charges and not as a penalty based upon the following schedule:

If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as termination charges equal to 50 weeks of rental service.

If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as termination charges equal to 36 weeks of rental service.

If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as termination charges equal to 23 weeks of rental service.

If this agreement is cancelled for convenience after 24 months of service, Customer shall pay as termination charges of 10 weeks of rental service.

Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.