

STRATEGIC PRIORITY: Public Safety
AGENDA DATE: August 22, 2018
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement, with two one-year renewal options, for public safety uniform alterations - CG Wholesale LLC, lowest responsible bidder of two - Not to exceed \$254,220.00 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis. We anticipate the following City departments will use this agreement:

- Police Department
- Fire-Rescue Department
- Court & Detention Services
- Department of Equipment and Building Services

This service price agreement will provide for public safety uniform alterations. Through this agreement the vendor will provide alterations to ensure uniforms fit properly. Alterations may include hemming of trousers, tailoring of police uniforms, dress coats, mending minor tears, adding patches, striping, mohair, piping, or adding buttons. The Police Quartermaster facilitates alterations services to all uniformed personnel in the Police Department and other City departments who receive uniforms from Police Department Quartermaster, including the Department of Equipment and Building Services security and Marshals. Alterations services for the Fire-Rescue Department are being included in this agreement to allow them to have their uniforms mended and patches, mohair, piping, and buttons added.

An estimated 210 alterations are performed weekly and the City is charged a flat monthly fee regardless of actual number of services performed. The monthly charge includes necessary products, accessories, and equipment to support alterations functions and provide services. Alterations are provided on site at the Quartermaster facility and are typically performed while the customer is waiting. This service price agreement will require the vendor to provide a minimum of one employee during all business hours of 6 am - 6 pm, two employees to cover peak hours of 9:30 am - 2:30 pm, and three employees during times of heightened demand.

The City employees included in the agreement include:

- 3,100 police officers
- 1,936 firefighters
- 54 Marshals
- 71 security staff

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 4,646 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 26, 2013, City Council authorized a three-year master agreement for uniforms, jackets, rainwear and accessories with Regali, Inc., ERMIC IV, LP, Premier Uniform, Inc. and C&G Police Supply dba C&G Wholesale; and a three-year service contract for alterations of police uniforms, jackets and rainwear with C&G Police Supply dba C&G Wholesale by Resolution No. 13-1065.

Information about this item will be provided to the Public Safety & Criminal Justice Committee on August 13, 2018.

FISCAL INFORMATION

General Fund - \$254,220.00

FY 2017-18 \$83,940.00

FY 2018-19 \$83,940.00

FY 2019-20 \$86,340.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE	M/WBE%	M/WBE \$
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		Goal		
\$254,220.00	Other Services	23.80%	0.00%	\$0.00
<ul style="list-style-type: none"> This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

The Office of Procurement Services received the following bids from solicitation number BL1812. We opened them on June 1, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*CG Wholesale LLC	10345 Brockwood Road Dallas, TX 75238	\$254,220.00
Galls, LLC	1340 Russel Cave Road Lexington, KY 40505	\$374,592.00

OWNER

CG Wholesale LLC

Gail Skees, President
Charles Skees, Vice President