

Agenda Report

TO: CITY COUNCIL

DATE: April 23, 2001

FROM: CITY MANAGER

SUBJECT: AMENDMENT TO PURCHASE ORDER CONTRACT WITH L&N UNIFORM SUPPLY COMPANY TO SUPPLY FLAME-RETARDANT UNIFORMS TO CITY EMPLOYEES

RECOMMENDATION

It is recommended that the City Council authorize a \$36,000 increase to the not to exceed amount of the Purchase Order Contract with L & N Uniform Supply Company, to supply flame-retardant uniforms to City employees. As a result of this increase, the not to exceed amount of the Contract will be changed from \$90,000 annually to \$126,000 annually. It is further recommended that the City Council exempt this transaction from competitive bidding based on impracticality.

BACKGROUND

On November 23, 1998, the City Council approved a Purchase Order Contract with L&N Uniform Supply Company to supply uniforms to City employees. The contract authorization was for a period of three years with two optional one-year extensions. Approximately 400 city staff are furnished with uniforms. The contract covers the uniform requirements of the Water and Power Department and Public Works and Transportation Department, Information Services Department, Information & Technology Division and the Police Department.

The original bid specifications called for the successful bidder to provide executive – type and work-type short and long sleeve shirts, pants, coveralls, smocks and jackets. Employees that work around flames, electrical hazards or other potentially flammable situations are provided with 100% cotton uniforms that, at that time, met or exceeded Cal OSHA flammability requirements.

Upon reviewing the most current interpretation of the regulations governing flame-retardant clothing, the City's Safety Officer has determined that in order to meet State and Federal OSHA regulations, it is necessary that the City provide for the rental of flame-retardant uniforms for a limited number of Water & Power employees who's jobs expose them to the risk of exposure to the hazards of flames or electric arcs.

A total of eighty-two employees need to be outfitted with flame-retardant uniforms. In order to provide employees with maximum protection, staff is recommending providing Indura® garments to certain designated staff. Clothing made with this material meets or exceeds state and federal regulations governing fire resistant clothing for employees exposed to fire hazards. The Indura® garments are about three times the cost that the City currently pays to rent and launder uniforms.

The chart below lists the city staff affected by this change and the increased cost to provide the flame-retardant uniforms.

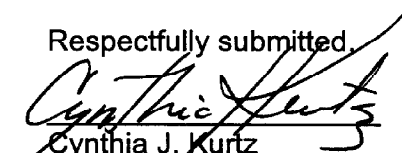
Dept.	Division	Job Title	FTE's	Current weekly rental charge per employee	Proposed weekly rental charge for Indura Uniform	Proposed Increase (Total cost per week)
WP	Overhead	Power Line Mechanic, Lead Power Line Mechanic, Apprentice Power Line Mechanic, Power Troubleshooter	15	\$4.00	\$11.85	\$117.75
WP	Underground	Senior Cable Splicer, Apprentice Cable Splicer, Electrical Craft Helper, Utilities Equipment Operator, Lead Electrical Construction Worker, High Voltage Maintenance Mechanic	33	\$4.00	\$11.85	\$259.05
WP	Electrical Test	Senior Electrical Tester, Electrical Tester	10	\$4.00	\$11.85	\$78.50
WP	Electrical Construction	Electrical Mechanic, Electrical Mechanic Crew Supervisor, Electrical Technician, Asst. Electrical Mechanic, Electrical Craft Helper	11	\$4.00	\$11.85	\$130.35
WP	Meter Services	Meter Readers, Utility Field Representatives	13	\$4.00	\$11.85	\$102.05
		Total Weekly Cost	82			687.70
		ANNUAL COST				\$35,761

Because the original specifications did not provide for the rental of flame-retardant uniforms, the rental of these garments would normally be subject to competitive bidding. However, the City Council is asked to approve the rental of these uniforms without further competitive bidding on the grounds that it is impractical to bid and that the public interest would not be served by bidding. There is already a contractor mobilized who was selected for the rental of City uniforms for city employees through a competitive bidding process. L&N Uniform and Supply Company was the lowest responsive bidder to provide this service, was awarded the contract for that work and is able to perform under the new terms of the contract. Significant cost and delay would be involved were a new contractor hired to provide this service.


FISCAL IMPACT

This change only affects the Water and Power Department and sufficient funds are available in the departments operating budget.

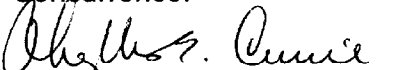
Respectfully submitted,


Cynthia J. Kurtz
City Manager

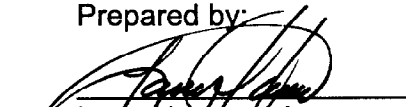
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