




DATE: May 5, 2021 Item #7
TO: Board of Directors
FROM: Tanya Hawk 
Buyer
SUBJECT: CONSIDER AWARD OF CONTRACT TO BECNEL UNIFORMS FOR BUS OPERATORS AND SUPERVISORS UNIFORM SERVICES

I. EXECUTIVE SUMMARY

As a result of a competitive bid, staff is requesting award of a firm-fixed contract to Becnel Uniforms for Bus Operators and Supervisors uniform services. These services are for a one (1) year base period and four (4) one-year option periods for a total contract amount of \$270,066.49.

IT IS RECOMMENDED the Board of Directors authorize award of a contract for Bus Operators and Supervisors Uniform Services to Becnel Uniforms in the amount of \$49,195.15 for the initial one-year period and \$220,871.34 for all four (4) option periods for a total contract amount of \$270,066.49 plus an additional 10% (\$26,881.00) to cover additional employees, employee turnover, additional items and/or increases for a total approval amount of \$296,947.49.

II. BACKGROUND

GCTD provides uniforms to its approximately 130 bus operators and 7 supervisors. Annually, each employee receives the following:

OPERATIONS SUPERVISOR:

- three (3) NAVY BLUE trousers.
 - In lieu of trousers, two (2) cargo pants are authorized at the individual's option (no shorts).
- five (5) long sleeve or short sleeve polo shirts.
- one (1) jacket or sweater (items 21 -23) (every even calendar year) Therefore, these two items will only be ordered during the 1st and 3rd option years of the contract if it is exercised.

GOLD COAST TRANSIT DISTRICT

OPERATIONS SAFETY & TRAINING SUPERVISOR

- three (3) NAVY BLUE trousers.
 - In lieu of trousers, two (2) cargo pants are authorized at the individual's option (no shorts).
- four (4) shirts long sleeve or short sleeve polo shirts.
- one (1) jacket or sweater (items 21 -23) every even - calendar year)
 Therefore, these two items will only be ordered during the 1st and 3rd option years of the contract if it is exercised.

OPERATORS:

- three (3) NAVY BLUE trousers
 - In lieu of full-length trousers, shorts are authorized at the individual's option.
- five (5) LIGHT BLUE shirts
- one (1) jacket or sweater (items 21 -23) every even-calendar year)
 Therefore, these two items will only be ordered during the 1st and 3rd option years of the contract if it is exercised.

An Invitation for Bid was issued in March 2021. The resulting contract is for an initial one-year (1) period with options for four (4) additional one-year periods. Pricing is firm fixed for the entire term of the contract.

The IFB was publicized on the Public Purchase website, where over 300 registered uniform companies were notified. Seventy-seven (77) companies requested copies of our IFB. Three (3) bids and one (1) no bid were received on the bid due date of April 6, 2021.

A price analysis was conducted using all three (3) submitted bids and prior contract pricing. The pricing is summarized as follows.

Description	ACE, LLC	Gall, LLC	Becnel Uniforms	Becnel Current Contract
Base Period	\$45,559.23	\$59,569.00	\$45,656.75	\$45,937.00
Option Year 1	\$57,539.78	\$67,408.38	\$52,337.75	\$52,284.25
Option Year 2	\$55,129.63	\$61,959.28	\$47,824.75	\$47,744.50
Option Year 3	\$69,613.90	\$69,997.50	\$54,829.75	\$54,773.00
Option Year 4	\$66,705.82	\$64,478.19	\$49,992.75	\$49,713.00
TOTAL BID PRICE (base year +all option year)	\$317,374.78	\$348,7681	\$270,066.49	\$250,451.75

Based on the above information, Becnel Uniforms proposed pricing for the Base year and four (4) one-year option years are the lowest. The analysis also shows that Becnel's proposed pricing is 8% higher than current year pricing. Staff determined this increase is reasonable since Becnel did not increase their pricing when asked to extend the contract, for a year, on a month-to-month basis due to the Covid pandemic. As a result of the above analysis, Becnel Uniforms proposed pricing is considered fair and reasonable based on adequate price competition.

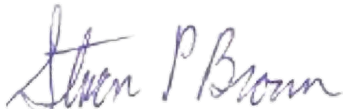
A responsibility determination was conducted on Becnel Uniforms. Staff confirmed Becnel Uniforms was not listed in the System for Award Management (SAM) nor were there any complaints filed with the Better Business Bureau (BBB). Client references provided by Becnel Uniforms were contacted and no negative responses were provided. Becnel is also the incumbent company and has been providing excellent service with no issues to GCTD for over six (6) years. As a result, Becnel Uniforms was determined to be a responsive, responsible contractor able to meet GCTD's requirements.

III. SUMMARY AND RECOMMENDATIONS

GCTD requires uniforms for all bus operators and supervisors. A competitive bid was issued to locate a company to provide uniform services. As a result of GCTD's competitive bid process, Becnel Uniforms was determined to be the lowest, responsive, and responsible bidder overall and their proposed prices are considered fair and reasonable based on adequate price competition.

IT IS RECOMMENDED the Board of Directors authorize award of a contract for Bus Operators and Supervisors Uniform Services to Becnel Uniforms in the amount of \$49,195.15 for the initial one-year period and \$220,871.34 for all four (4) option periods for a total contract amount of \$270,066.49 plus an additional 10% (\$26,881.00) to cover additional employees, employee turnover, additional items and/or increases for a total approval amount of \$296,947.49.

GENERAL MANAGER'S CONCURRENCE



Steven P. Brown
General Manager