



Legislation Text

File #: 19-0663, **Version:** 1

Resolution to Approve a General Services Agreement with Tyndale Enterprises, Inc. to Implement the Public Services Area Managed Clothing (Uniform) Program (RFP# 19-15)

On March 21, 2018, the Public Services Area established a tiered managed clothing program policy for Public Services Area employees, which became effective immediately for non-union employees. A Memorandum of Understanding was executed by the Teamsters Union on May 1, 2018. AFSCME has not yet executed a memorandum of understanding for these purchases, however, this agreement will make implementation of the managed clothing policy a swift process should the union accept an agreement.

The managed clothing program allows employees to select and purchase a range of uniform attire depending on their job duties. Various employees and types of apparel are included in the managed clothing program due to the need for flame resistant apparel based on their interaction with high voltage electrical infrastructure or their safety needs for high-visibility clothing when in the right-of-way or on a construction site.

Using a single vendor will reduce administrative costs and allow ease of use for employees determining sizing, and order placement and processing.

On May 31, 2019 the City received bids on RFP#19-15 for a managed clothing (uniform) program to enable employees to be outfitted for their duties in an easy to administer and user-friendly way.

The managed clothing program will be available online to employees through Tyndale Enterprises. Tyndale was the selected as the successful bidder based on their overall qualifications, the readiness of their ordering platform and percentage off list price.

For these reasons, the Public Services Areas Administration seeks the approval of a the attached General Services Agreement for purchases related to managed clothing for the approximately 195 Public Services Area employees. Existing labor contracts with Waste Water Treatment Plant employees exclude them from the managed clothing policy.

The percent off list price for bidders were as follows:

- Tyndale- 10% off list price
- PoliPuzz- 0% off list price

Budget/Fiscal Impact: The exact amount expended under the Agreement will vary based on employee turnover, pricing differential for sizes and other factors based on the utilization of the program. Funds have been budgeted in the Operations and Maintenance budgets for employees in their respective areas. Funds are available in the FY20 Operations and Maintenance Budgets. Funds will be budgeted by the appropriate units in subsequent fiscal years for the remainder of the agreement.

Tyndale Enterprises, Inc. complies with the City's Non-discrimination Ordinances.

Submitted by: Lynne Chaimowitz, Budget and Finance Supervisor

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The Public Services Area established a managed clothing policy in 2018 to have employees interacting with the public dressed in a consistent and appropriate way;

Whereas, The City issues RFP#19-15 for a vendor to administer and provide City employees with uniform and flame-resistant apparel;

Whereas, Tyndale Enterprises, Inc. was the successful bidder for the managed clothing program;

Whereas, Adequate funding is available and approved FY20 Operations and Maintenance Budgets of the Units' employees receiving the goods and services; and

Whereas, Funds will be budgeted in subsequent fiscal years for the remainder of the term for the managed clothing (uniform) program;

RESOLVED, That City Council approve the attached General Services Agreement with Tyndale Enterprises, Inc., to provide managed clothing (uniform) program and associated apparel to eligible City employees for a period of thirty-six (36) months with the option to renew for two years;

RESOLVED, That Units be authorized to purchase under the terms of the Agreement and its fixed pricing during the Agreement's term and any renewals, to the extent budgeted and in accord Public Services Managed Clothing Policy;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, The City Administrator be authorized to take the necessary administrative actions to implement this resolution including execution of any authorized renewals and any changes or amendments that do not increase the Agreement's pricing schedule.