

**AGREEMENT FOR SERVICES BETWEEN
THE CITY OF SALINAS AND CINTAS**

Uniform Laundry and Rental Service

THIS AGREEMENT is executed this 20th day of July, 2020, (“Agreement” or “Contract”) between the City of Salinas, a California Charter city and municipal corporation (hereinafter “City”) and Cintas Incorporated (Hereinafter “Contractor”).

IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. **Scope.** Contractor hereby agrees to provide to the City, as the scope of services under this Agreement, the following services: Weekly uniform service includes, rental, cleaning, repairs & replacement. Scope of work is further Contractor’s Proposal dated June 24, 2020, hereby included as Attachment B.
2. **Timeliness.** Contractor shall perform all tasks in a timely fashion, as set forth more specifically in Section 3 below. Failure to so perform is hereby deemed a material breach of this Agreement, and City may terminate this Agreement with no further liability hereunder, or the city may agree in writing with Contractor to an extension of time.
3. **Term.** The work under this Agreement shall commence August 8, 2020 and shall be completed by August 8, 2023 unless City grants a written extension of time as set forth in Section 2 above.
4. **Payment.** City agrees to pay and Contractor agrees to accept as full and fair consideration for the performance of this Agreement, not to exceed \$53,402 per year for a 3 year term, as more fully described in Contractor’s fee schedule included in Attachment B. Contractor has no right of reimbursement for expenses under this Agreement. Compensation shall become due and payable 30 days after City’s approval of Contractor’s submission of monthly written invoices to the City. The payment of any compensation shall be contingent upon performance of the terms and conditions of this Agreement to the satisfaction of the City. If City determines that the work set forth in the written invoice has not been performed in accordance with the terms of this Agreement, City shall not be responsible for payment until such time as the work has been satisfactorily performed.
5. **Meet & Confer.** Contractor agrees to meet and confer with City or its agents or employees with regard to services as set forth herein as may be required by City to insure timely and adequate performance of this Agreement.
6. **Insurance.** Contractor shall procure and maintain for the duration of this Agreement insurance meeting the requirements specified in Attachment A hereto.
7. **Indemnification.** Contractor shall hold harmless, defend at its own expense, and indemnify City and its officers, officials, employees, agents, and volunteers from and against all liability, claims, damages, losses, and/or expenses including reasonable City attorney fees arising

from all acts or omissions of Contractor or its officers, agents, or employees arising out of the performance of the work under this Contract, caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

8. **Licensing.** Contractor warrants that it is properly licensed to perform the work specified under this Agreement, including but not limited to possession of a current City business license.

9. **Termination.** City may terminate this Agreement upon ten days' written notice. The amount of damages, if any, as a result of such termination may be decided by negotiations between the parties or before a court of competent jurisdiction.

10. **Agency.** In performing the services specified under this Agreement, Contractor is hereby deemed to be an independent contractor and not an agent or employee of City.

11. **Non-Assignability.** The rights and obligations of Contractor hereunder are not assignable and cannot be delegated without written consent of City.

12. **Entire Agreement.** This Agreement constitutes the entire Agreement between the parties hereto and supersedes any and all prior agreements, whether oral or written, relating to the subject matter thereof. Any modification of the Agreement will be effective only if it is in writing signed by both parties hereto.

13. **Validity.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force without being impaired or invalidated in any way.

14. **Counterparts.** This Agreement may be executed in multiple originals, each of which is deemed to be an original, and may be signed in counterparts.

15. **Laws.** Contractor agrees that in the performance of this Agreement it will comply with all applicable State, Federal and local laws and regulations, including those outlined in Attachment C. This Agreement shall be governed by and construed in accordance with the laws of the State of California, County of Monterey, and City of Salinas.

IN WITNESS WHEREOF, this Agreement is entered into by the parties hereto on the day and year first written above.

CITY OF SALINAS

DocuSigned by:

Ray E. Corpuz, Jr.

CEE7B0F9D4C34D0...
Ray E. Corpuz, Jr.
City Manager

APPROVED AS TO FORM:

DocuSigned by:

Christopher A. Callihan

1895479BC5A349F...
Christopher A. Callihan, City Attorney, or
Rhonda Combs, Assistant City Attorney

CONTRACTOR

Jerry Del Real

By (Printed Name): Jerry Del Real

Its (Title): Service Manager

Attachment A**Insurance Requirements**

Contractor shall procure and maintain for the duration of the contract, and for three years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his/her/its officers, agents, representatives, employees, and/or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (“CGL”): Insurance Services Office (“ISO”) Form CG 00 01 covering CGL on an occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO Form CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability**: ISO Form CA 0001 covering Code 1 (any auto), with limits no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation**: as required by the State of California, with Statutory Limits, and Employers’ Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the Contractor requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the Contractor shall cause the insurer shall to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **The City, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

2. For any claims related to this project, the **Contractor's insurance coverage shall be primary** insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the City.
4. A copy of the claims reporting requirements must be submitted by Contractor to the City.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor's Pollution Liability policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractor's Pollution Liability policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the City.

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

Contractor shall furnish the City with original Certificates of Insurance including an additional insured endorsement and all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a form at least as broad as CG 20 38 04 13.

Maintenance of Insurance

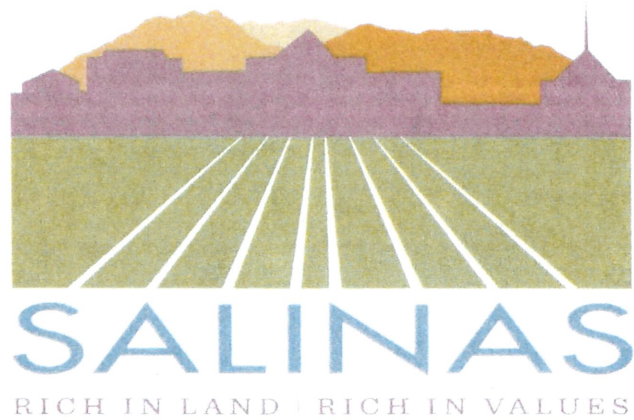
Maintenance of insurance by Contractor as specified shall in no way be interpreted as relieving Contractor of its indemnification obligations or any responsibility whatsoever and the Contractor may carry, at its own expense, such additional insurance as it deems necessary.

Special Risks or Circumstances

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Attachment B

Contractor's Proposal



**REQUEST FOR PROPOSAL (RFP)
UNIFORM RENTAL/LAUNDRY SERVICES**

PROPOSALS DUE: WEDNESDAY, JUNE 24TH AT 2:00PM

**CITY OF SALINAS PUBLIC WORKS DEPARTMENT
426 WORK STREET
SALINAS, CA 93901
(831) 758-7233**

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REQUEST FOR PROPOSAL (RFP) FOR UNIFORM RENTAL/LAUNDRY SERVICES

1. INTRODUCTION

The City of Salinas is seeking proposals from qualified Proposers to provide Rental/Laundry Services for Work Uniforms. The required services and performance conditions are described in the Scope of Work (or Services).

2. ATTACHMENT OVERVIEW

The attachments below are included with this Request for Proposals (RFP) for your review and submittal (see asterisk):

- Attachment A – Proposer’s Information Form*
- Attachment B – Scope of Work/Services
- Attachment C – Sample Agreement
- Attachment D – Insurance Requirements
- Attachment E – Qualifications of Firm Relative to City’s Needs*
- Attachment F – Cost Proposal Forms*

The items identified with an asterisk (*) shall be filled out, signed by the appropriate representative of the company and returned with submittal.

3. INSTRUCTIONS TO PROPOSERS

3.1 Non-Mandatory Pre-Proposal Conference

A non-mandatory pre-proposal conference will be held Wednesday, June 17th, 2020 at 11:00 a.m. at City Yard, Large Conference Room, 426 Work Street, Salinas, CA 93905. Meeting will also be held virtually, via Zoom. Meeting details will be made available via an addendum. Prospective Proposers are strongly encouraged to attend.

3.2 Examination of Proposal Documents

The submission of a proposal shall be deemed a representation and certification by the Proposer that they:

- a. Have carefully read and fully understand the information that was provided by the City to serve as the basis for submission of this proposal.
- b. Have the capability to successfully undertake and complete the responsibilities and obligations of the proposal being submitted.
- c. Represent that all information contained in the proposal is true and correct.
- d. Did not, in any way, collude, conspire to agree, directly or indirectly, with any person, firm, corporation or other Proposer in regard to the amount, terms or

conditions of this proposal.

- e. Acknowledge that the City has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Proposer, and Proposer hereby grants the City permission to make these inquiries, and to provide any and all related documentation in a timely manner.

No request for modification of the proposal shall be considered after its submission on grounds that Proposer was not fully informed to any fact or condition.

3.3 Addenda/Clarifications

This RFP may be downloaded for free from City of Salinas' vendor portal of the e-procurement site PlanetBids:

<https://www.planetbids.com/portal/portal.cfm?CompanyID=22949>. Note that failure to register as a prospective bidder for this RFP on the e-procurement website, PlanetBids, will preclude you from receiving updates or amendments, if issued. Questions regarding this RFP may be submitted through the Q&A section of the project page (on the PlanetBids).

3.4 Questions and Answers

Unless otherwise directed, all communications regarding this RFP, including all questions, should be submitted through the Q&A section of the project page (on PlanetBids).

3.5 Submission of Proposal

All proposals shall be submitted to:

City of Salinas
Maintenance Services Division
Att: Lucas Aledo
426 Work Street
Salinas, CA 93901

Proposals must be received no later than 2:00 p.m. on Wednesday, June 24th, 2020. All proposals received after that time will be returned to the Proposer unopened.

The Proposer shall submit 3 hard copies and one electronic copy (on a flash drive) of its proposal in a sealed envelope, addressed as noted above, bearing the Proposer's name and address clearly marked, "RFP FOR WORK UNIFORM RENTAL/LAUNDRY SERVICES"

3.6 Fit Testing and Interview

The City reserves the right to investigate and rely upon information from other available sources in addition to any documents of information submitted by the Proposer responding to this RFP. Staff will evaluate and rank the submitted proposals (and all other available information) in the order in which they provide the “best value” to the City.

The City may, in its discretion, select up to five (5) or more of the top ranked respondents to interview for this project, interview all respondents or directly negotiate with the preferred respondent. The City has tentatively scheduled **June 29, 2020 at 9am for finalist interviews**. If selected as one of the finalists in the selection process, the City reserves the right to request financial information from the Proposer. Any financial information requested will be held in confidence and used only in evaluating the financial strength of the Proposer and ability to perform all services requested. On the basis of the proposal, references, interviews, and selection criteria listed below, the selection panel will make a recommendation identifying the most qualified firm.

Top ranked respondents will be required to provide sample uniforms to test for quality and fit at the time of the interview. The Samples are to be provided to the City **at no charge and with no charges for the one time laundry service** for the testing process. Proposers may pick up the samples after testing is complete from the City’s Public Works Maintenance Yard at 426 Work Street, Salinas, CA.

City staff will meet with the recommended firm and negotiate the final form of the contract. If good faith negotiations with the selected firm are unsuccessful, the City will terminate such negotiations, and undertake new negotiations with another finalist, or finalists. The City reserves the right to reject any or all proposal at its sole discretion and modify the evaluation process. The authorization for contract award for this Project will be upon approval of the Salinas City Council.

3.7 Withdrawal of Proposals

A Proposer may withdraw its proposal at any time before the expiration of the time for submission of proposals as provided in the RFP by delivering a written request for withdrawal signed by, or on behalf of, the Proposer.

3.8 Rights of the City of Salinas

This RFP does not commit the City to enter into a contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract. The City reserves the right to:

- Make the selection based on its sole discretion;
- Reject any and all proposals;
- Modify the criteria of evaluation;

- Issue subsequent Requests for Proposals;
- Postpone opening for its own convenience;
- Remedy technical errors in the Request for Proposals process;
- Approve or disapprove the use of particular sub-consultants;
- Negotiate with any, all, or none of the Proposers;
- Accept other than the lowest offer;
- Waive informalities and irregularities in the Proposals and/or
- Enter into an agreement with another Proposer in the event the originally selected Proposer defaults or fails to execute an agreement with the City.

An agreement shall not be binding or valid with the City unless and until it is executed by authorized representatives of the City and of the Proposer.

4. PROPOSED TENTATIVE TIMELINE

The tentative RFP timeline is as follows:

RFP Issued	May 15, 2020
Pre-Proposal Meeting	June 17, 2020 at 11am
Deadline for questions, clarifications	Friday, June 19, 2020 at 5pm
Proposals Due	Wednesday, June 24, 2020 at 2pm
Fitness Testing and Interview of Short-Listed Candidates	Week of June 29, 2020
Council Award of Contract	August 4, 2020
Work commences	September 1, 2020

5. INFORMATION TO BE SUBMITTED (to be submitted in this order only)

These instructions outline the guidelines governing the format and content of the proposal and the approach to be used in its development and presentation. The intent of the RFP is to encourage responses that clearly communicate the Proposer's understanding of the City's requirements and its approach to successfully provide the products and/or services on time and within budget. Only that information which is essential to an understanding and evaluation of the proposal should be submitted. Items not specifically and explicitly related to the RFP and proposal, e.g. brochures, marketing material, etc. will not be considered in the evaluation.

All proposals shall address the following items in the order listed below and shall be numbered 1 through 8 in the proposal document.

5.1 Proposal Summary

This section shall discuss the highlights, key features and distinguishing points of

the Proposal. A separate sheet shall include a list of individuals and contacts for this Proposal and how to communicate with them. Limit this section to a total of three (3) pages.

5.2 Profile on the Proposer

This section shall include a brief description of the Proposer's size as well as the proposed local organizational structure. Include a discussion of the Proposer's financial stability, capacity, and resources.

Additionally, this section shall include a listing of any lawsuit or litigation and the result of that action resulting from (a) any public project undertaken by the Proposer or by its subcontractors where litigation is still pending or has occurred within the last five years or (b) any type of project where claims or settlements were paid by the Proposer or its insurers within the last five years. Limit this section to a total of 2 pages.

5.3 Proposer Qualifications

This section shall include a brief description of the Proposer's and sub-contractors' qualifications and previous experience with uniform rental and cleaning. Provide in a table format (see Sample Table, Attachment E) description of uniform rental and cleaning services provided to public municipalities and private sector. Include a summary of the work performed, the total annual cost, and the name, title, and phone number of client(s) to be contacted for references.

Give a brief statement of the Proposer's ability to roll-out services and stay within budget for uniform services and cleaning. Limit this section to a total of 3 pages.

5.4 Work Plan or Proposal

This section shall present a well-conceived service plan. Include a full description of major tasks and subtasks. This section of the proposal shall establish that the Proposer understands the City's objectives and work requirements and Proposer's ability to satisfy those objectives and requirements. Describe the proposed approach for addressing the required services and the Proposer's ability to meet the City's schedule, outlining the approach that would be undertaken in providing the requested services.

5.5 Proposed Innovations

The Proposer may also suggest technical or procedural innovations that have been used successfully on other engagements and which may provide the City with better service delivery. In this section discuss any ideas, innovative approaches, or

specific new concepts included in the Proposal that would provide benefit to the City.

5.6 Project Staffing

This Section shall discuss how the Proposer would propose to staff this project. Key project team members shall be identified by name, title, and specific responsibilities on the project. An organizational chart for the project team shall be included. Key personnel will be an important factor considered by the review committee. If you can, include a resume or background on the key team members assigned to this project.

5.7 Proposal Exceptions

This section shall discuss any exceptions or requested changes that Proposer has to the City's RFP conditions, requirements, and sample contract. If there are no exceptions noted, it is assumed the Proposer will accept all conditions and requirements identified in the Attachment C – "Sample Agreement for Services." Items not excepted will not be open to later negotiation.

5.8 Proposal Costs Sheet and Rates to be Provide in Separate, Sealed envelope

The fee information is relevant to a determination of whether the fee is fair and reasonable in light of the services to be provided. Provision of this information assists the City in determining the Proposer's understanding of the project, and provides staff with tools to negotiate the cost, provided in a table (See Table, Attachment F).

This Chapter shall include the proposed costs to provide the services desired. Include any other cost and price information, plus a not-to-exceed amount, that would be contained in a potential agreement with the City. The hourly rates may be used for pricing the cost of additional services outlined in the Scope of Work.

PLEASE NOTE: The City of Salinas does not pay for services before it receives them. Therefore, do not propose contract terms that call for upfront payments or deposits.

6. CONTRACT TYPE AND METHOD OF PAYMENT

It is anticipated that the agreement resulting from this solicitation, if awarded, will be a *not-to-exceed budget* form of contract. A Sample Agreement of Services is provided as Attachment C. The method of payment to the successful Proposer shall be on a *fixed fee* basis with a maximum "not to exceed" fee as set by the Proposer in the proposal or as negotiated between the Proposer and the City as being the maximum cost to perform

all work. This figure shall include direct costs and overhead, such as, but limited to, transportation, communications, subsistence and materials, and any subcontracted items of work. Proposers shall be prepared to accept the terms and conditions of the Agreement, including Insurance Requirements in Attachment D. If a Proposer desires to take exception to the Agreement, Proposer shall provide the following information in Section 5.7 of their submittal package. Please include the following:

- Proposer shall clearly identify each proposed change to the Agreement, including all relevant Attachments.
- Proposer shall furnish the reasons for, as well as specific recommendations, for alternative language.

The above factors will be taken into account in evaluating proposals. Proposals that take substantial exceptions to the proposed Agreement may be determined by the City, at its sole discretion, to be unacceptable and no longer considered forward.

6.1 Insurance Requirements

The selected Proposer(s), at Proposer's sole cost and expense and for the full term of the Agreement or any extension thereof, shall obtain and maintain, at a minimum, all of the insurance requirements outlined in Attachment D.

All policies, endorsements, certificates and/or binders shall be subject to the approval of the Risk Manager of the City of Salinas as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the Risk Manager. The selected Proposer agrees to provide the City with a copy of said policies, certificates, and/or endorsement upon award of contract.

7. REVIEW AND SELECTION PROCESS

City staff will evaluate the proposals provided based on the following criteria:

CRITERIA	WEIGHT
Quality and completeness of proposal;	10%
Proposer's compliance with applicable laws, regulations, policies (including city council policies), guidelines and orders governing prior or existing contracts performed by the contractor.	10%
Quality, performance and effectiveness of the solution, goods and/or services to be provided by the Proposer; Ability to ensure hygiene and minimize waste	10%
Proposer's experience, including the experience of staff to be assigned to the project, the engagements of similar scope and	10%

complexity; Proposer's prior record of performance with City or others in similar venues.	
References; at least three references, to include recent experience, contract sizes, duration of the relationship	10%
Cost to the City; The City shall not use the lowest responsible bid criteria in selecting a qualified Proposal. Cost, as listed above, is one of several criteria utilized by the City in selecting the most qualified Proposal and the City is, therefore, not required to accept the lowest bid	40%
Proposer's ability to perform the work within the time specified, proximity to City and availability during project	10%

The selection committee will make a recommendation to the City Council. The City Council will make the final determination on the award of a contract. The City has the discretion to make modifications to the selection process and criteria.

8. ORAL INTERVIEWS

Proposers may be required to participate in an oral or virtual interview.

Proposers who are selected shall make every effort to attend. The City tentatively scheduled the interviews the week of June 29, 2020.

9. PUBLIC NATURE OF MATERIALS

Responses to this RFP become the exclusive property of the City. Response to this RFP becomes a matter of public record and shall be regarded as public records, with the exception of those elements in each proposal which are defined by the Proposer as business or trade secrets and plainly marked as "Confidential," "Trade Secret," or "Proprietary". The City shall not in any way be liable or responsible for the disclosure of any such proposal or portions thereof, if they are not plainly marked as "Confidential," "Trade Secret," or "Proprietary" or if disclosure is required under the Public Records Act. Any proposal which contains language purporting to render all or significant portions of the proposal "Confidential," "Trade Secret," or "Proprietary" shall be regarded as non-responsive.

Although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the City may not accept or approve that the information that a Proposer submits is a trade secret. If a request is made for information marked "Confidential," "Trade Secret," or "Proprietary," the City shall provide the Proposer who submitted the information with reasonable notice to allow the Proposer to seek protection from disclosure by a court of competent jurisdiction.

10. COLLUSION

By submitting a proposal, each Proposer represents and warrants that its proposal is genuine and not a sham or collusive or made in the interest of or on behalf of any person not named therein; that the Proposer has not directly induced or solicited any other person to submit a sham proposal or any other person to refrain from submitting a proposal; and that the Proposer has not in any manner sought collusion to secure any improper advantage over any other person submitting a proposal.

11. DISQUALIFICATION

Factors such as, but not limited to, any of the following may be considered just cause to disqualify a proposal without further consideration:

- a. Evidence of collusion, directly or indirectly, among Proposers in regard to the amount, terms or conditions of this proposal;
- b. Any attempt to improperly influence any member of the evaluation team;
- c. Existence of any lawsuit, unresolved contractual claim or dispute between Proposer and the City;
- d. Evidence of incorrect information submitted as part of the proposal;
- e. Evidence of Proposer's inability to successfully complete the responsibilities and obligation of the proposal; and
- f. Proposer's default under any previous agreement with the City, which results in termination of the Agreement.

12. NON-CONFORMING PROPOSAL

A proposal shall be prepared and submitted in accordance with the provisions of these RFP instructions and specifications. Any alteration, omission, addition, variance, or limitation of, from or to a proposal may be sufficient grounds for non- acceptance of the proposal, at the sole discretion of the City.

13. GRATUITIES

No person shall offer, give or agree to give any City employee any gratuity, discount or offer of employment in connection with the award of contract by the city

~ End of Section ~

ATTACHMENT A - PROPOSER'S INFORMATION FORM

PROPOSER (please print):

Name: Cintas Corporation

Address: 904 Holloway Rd. Gilroy, Ca. 95020

Telephone: (408) 848-1023 Fax: (408) 848-1385

Contact person, title, email, telephone and fax number: Jerry Del Real

Service Manager, delrealg@Cintas.com F(408)848-1385

Proposer, if selected, intends to carry on the business as (check one):

- Individual
- Joint Venture
- Partnership
- Corporation

Date incorporated? _____ In what state? _____

Date authorized to do business in California? _____

Other (explain): _____

No proposal shall be accepted which has not been signed in ink in the appropriate space below:

By signing below, the submission of a proposal shall be deemed a representation and certification by the Proposer that they have investigated all aspects of the RFP, that they are aware of the applicable facts pertaining to the RFP process, its procedures and requirements, and they have read and understand the RFP. No request for modification of the proposal shall be considered after its submission on the grounds that the Proposer was not fully informed as to any fact or condition.

1. If Proposer is an **INDIVIDUAL**, sign below:

Date: _____

Proposer's Signature

Proposer's typed name and title

2. If Proposer is **PARTNERSHIP** or **JOINT VENTURE**; at least two (2) Partners shall sign here:

Partnership or Joint Venture Name (type or print)

Date: _____

Signature & Title of Member of the Partnership or Joint Venture

Signature & Title of Member of the Partnership or Joint Venture

3. If Proposer is a **CORPORATION**, the duly authorized officer shall sign as follows:

The undersigned certify that he/she is:

General Manager - LOC#630 Gilroy
Title

Of the corporation named below; that they are designated to sign the Proposal Cost Form for and on behalf of the below named CORPORATION, and that they are authorized to execute same for and on behalf of said CORPORATION.

Viney Vig
Corporation Name (type or print)

By: [Signature]
Signature

Date: 6/24/2020

Title: General Manager

ATTACHMENT B – SCOPE OF SERVICES

1. INTRODUCTION

Proposer will provide rental, laundering and delivery of uniforms, linens, and mats for Public Works Department. Services shall include laundering and repair of rented uniforms and laundering of City-owned uniforms. Rental of items such as shop towels, and mats are also included. The contractor will be required to upgrade uniforms, linens, and mats with new items as needed at no cost to the City. Contractor will furnish all materials, labor services and special skills required to provide this service as described in these specifications.

2. SAMPLE AND FITNESS TESTING

Contractors are required to submit a sample at their own expense to be tested by the City. The samples are due once Proposer has been notified that they have been selected to the final round of interviews and must be delivered to:

In Person: Public Works Yard 426 Work Street, Salinas, CA 93901

Public Works – Maintenance –Lucas Aledo

Item #	Qty	Pant Size/Shirt Size	Type	Color
1	1	Various in sizes	JEAN/CARHARTT CARPENTER OR (EQUIVALENT)	DENIM
2	1	Various in sizes	JEAN/CARHARTT RELXFIT OR (EQUIVALENT)	DK DENIM
3	1	Various in sizes	DUNGAREE/CARHARTT OR (EQUIVALENT)	BROWN
4	1	Various in sizes	DUNGAREE/CARHARTT OR (EQUIVALENT)	NAVY
5	1	Various in sizes	JEAN/FR/CARPENTER/RELXFIT	DENIM
6	1	Various in sizes	WORK PANT	NAVY
7	1	Various in sizes	SUSAN CARGO PANTS/WMNS	KHAKI
8	1	Various in sizes	WK SHIRT/BLK/MICRO P/CTN LS	BLACK
9	1	Various in sizes	POLO/POLY/BLK/SS-RG00L	BLACK
10	1	Various in sizes	UNIF SHIRT/ORANGE POP LS	ORANGE
11	1	Various in sizes	UNIF SHIRT/ORANGE POP SS	ORANGE
12	1	Various in sizes	SHIRT/BTN DWN LS	KHAKI /Orange/Black
13	1	Various in sizes	SHIRT/BTN DWN SS	KHAKI
14	1	Various in sizes	FR SHRT/ 88/12 MD LS	NY/BL
15	1	Various in sizes	PERMA-LND JACKET	NAVY
16	1	Various in sizes	COVERALL/CTTN/SNAP/POSTMAN	BLUE

3. LAUNDER

Contractor shall launder rented garments. On occasion, individuals may launder rented garments themselves. Contractor must supply bins to store soiled garments for pickup.

Contractor must supply lockers for storage of uniforms. Clothing must be ironed and pressed.

4. LIQUIDATED DAMAGES

Liquidating damages of \$270 per day will be applied for all services that are not satisfied in the proper time frame stated within the scope of work.

5. CONTRACT TERM

The City intends to award a 3-year contract with the option for two one-year extensions.

6. RENTAL

The following City of Salinas Divisions require uniform rental services. The number of employees may change from time to time.

Division	Estimated Number of Employees
Fleet	7
Facilities	3
Forestry	7
Streets	15
Parks	7
Wastewater	17
Graffiti	2
Total Number of Employees	58

7. INVENTORY TRACKING (INITIAL ISSUE, INVENTORY, CHANGES)

Contractor shall issue new standard or Flame Resistant (FR) uniforms to employees at the beginning of the contract period as specified by each Division. Thereafter, the Contractor shall maintain sufficient stock to provide complete new uniform sets within one to two weeks for newly hired employees.

The inventory per person per week will be five (5) uniforms per employee per week. Employee will have the option to choose short sleeve shirts, long sleeve shirts or the combination thereof, so long as not to exceed (5) uniform shirts in total. One extra uniform will also be accounted for, as the employee will be wearing a uniform. Some employees will be given additional shirts (FR shirts or 100% cotton shirts) and/or coveralls to satisfy the requirements of the Department.

Contractor shall track inventory of City-owned garments submitted for laundry, repair or

replacement basis. This report shall be submitted to the City on a weekly basis for verification of garments submitted. Contractor shall provide in its rate structure a price for cleaning only for City-owned garments.

8. MEASUREMENTS OF INDIVIDUALS

Contractor shall be responsible for individual measurements and resultant fit of the uniforms. Contractor shall provide uniforms for all employees regardless of size or special fitting requirements. All garments, when issued are to be new; no used garments shall be issued at any time during the period of the contract unless a garment has been returned for repair during the garment's stated life span.

Contractor shall provide new uniforms at no extra cost upon City's request. Contractor shall take employee measurements at various City facilities. Contractor shall work with Individual divisions to coordinate dates and times for measurements. Alterations may be required for certain individuals and Contractor shall supply cost associated with each uniform alteration.

The Contractor shall maintain a record of uniform size (pants waist and length, shirt size and jacket size) for each employee that has been issued a uniform. Contractor shall add or delete items and quantities used, as required, to meet City's needs.

Contractor should allow for shrinkage on FR garments and standard issue 100% cotton uniforms of about 3"-5".

Account Representative will be notified of additions of new employees requiring fitting for new uniforms.

9. MARKING, CITY EMBLEMS, NAME PATCHES

Contractor shall mark or label each leased or City-owned, standard issue or FR item of clothing clearly but, inconspicuously, to permit identification of garments by each employee. All patching and threading on FR garments must be of same FR material.

The Contractor shall furnish and sew on various department emblems, individual name patches and/or lettering on the front of garments. Name labels and City emblems, provided by contractor, shall be placed on every shirt, jacket and coveralls. Design of the labels and City emblem must receive prior approval by the Director of Public Works before initial issue.

10. PICK-UP/DELIVERY

Contractor is responsible for pick-up and delivery of all leased and City-owned standard issue or FR uniform items. Contractor shall supply hanger racks, shop towel cans and soiled laundry container(s).

Contractor shall pick up soiled garments once a week from various divisions and deliver on hangers to the same location within one week. Contractor shall replace garments not properly washed and ironed within two (2) working days.

Contractor shall complete an itemized list of the leased or City-owned standard issue or FR uniform items and quantity being picked up for laundering. Contractor shall submit a copy of the itemized list to the unit for reconciliation when the clean garments are returned. Contractor shall remain at the delivery site while the garments are checked in. Uniforms are to be entered into the system at our site prior to removal. Contractor shall correct any discrepancy within 24 hours.

Every six months, inventory must be taken by Contractor of garments issued to each individual employee. This data will be reconciled with inventory data from the City for verification of number of garments issued and on hand. Data should also be compared with the Contractor's original inventory.

11. DAMAGED/REPAIR/REPLACEMENT ITEMS

The City shall determine the conditions under which a garment is considered damaged and/or is the need of repair or needs to be replaced and the level of charges associated with each. Wear and tear period shall be determined by the City at all times.

The City expects a uniform to last a year. If a uniform fails within less than a year at no fault of the employee, the uniform shall be replaced at no charge. If a uniform is damaged by an employee, other than regular expected wear and tear, then the City is responsible for a prorated amount of the cost. For example, if a garment's lifespan is one year, but the garment fails within 6 months then the City is only responsible for 50% of the cost of the uniform replacement.

Replacement uniform pieces shall be new. Turn Around time shall be 1- 2 weeks.

12. LOST ITEMS

Contractor shall include a cost for replacement for each item. The formula used in pro-rating the charges shall be the same formula used for replacing damaged uniform.

13. BILLING

Contractor shall submit invoices weekly. The invoice shall include account number, names of employees and the number and type of garment rented and cleaned; or laundered only. The invoice shall segregate charges by Division.

Billing shall be based on the cost approved by City and incorporated as part of the contract. There shall be no other charges on the bill not otherwise approved or included in

the contract. The City may order additional items. These additional items must be approved by the Director of Public Works in writing.

Contractor shall remove employee names from billing upon notification of separation from City or discontinued employment within one week of notification from the City.

14. GARMENT SPECIFICATIONS – STANDARD ISSUE

Contractor shall supply the ANSI Standard Class 2 Safety Apparel for daytime and Class 3 for nights (this is due to regulatory compliance for Minimum Illumination for Nighttime Road Work). Totals reflect estimated weekly amount.

High visibility garments must be Class 3 Level.

Work Shirt: 275

- Work shirt with lined collar and cuffs
- Long sleeve and short sleeve
- 65% poly/35% cotton
- Variety of colors – including tan, orange, light blue, navy
- Two button-through pockets
- Men's and women's sizes as required.

Work Pants: 290

- Industrial type, plain front, set-in waistband, no cuffs
- Poly/ cotton
- Variety of colors
- Non-corrosive heavy-duty brass zipper for the fly
- Belt loop, center stitched, sewn into waistband
- Men's and women's sizes required.

Coveralls: 35

- Long sleeve, one piece, zipper front
- 100% cotton or 65/35 poly/cotton blend
- Pre-shrunk and generously cut for comfortable laying over work clothing. Safety stitched seams for long-lasting wear.
- Side vent openings, concealed button front.
- Two breast pockets, two slash style front pockets and two rear hip pockets.

Miscellaneous Janitorial Items

- Fender Protectors: 20
- Shop Rags: 260

Garment Specifications – NFPA 70E Standard, Flame Resistant

Prior to the awarding of the contract, Sample FR clothing sets shall be made available to be field and fitness tested. FR Clothing will be made available to accommodate employees up to 7X. Contractor shall supply the ANSI Standard Safety Apparel Class 2 for daytime and Class 3 for nighttime wear (this is due to regulatory compliance for Minimum Illumination for Nighttime Road Work).

Work Shirt – ARC Rating 8.7: 15 shirts

- Work shirt with lined collar and cuffs
- Long sleeve
- 12% Nylon/88 % cotton FR Material
- Color: Khaki and Light Blue
- Six or seven-button plain front, plain facing folded straight and flat, long tuck in tail. Two piece yoke.
- Two button-through pockets
- Men’s and women’s sizes as required. NOTE: All custom sized FR shirts must have Extra-long sleeve lengths.
- Preferably a Carhart or Bulwark brand
- Option 2 would be a category 2 FR Long Sleeve Henley Styled Shirt
- Option 3 would be a category 2 FR Long Sleeve High Visibility Shirt-Henley or Button down Collared Shirt in High Visibility Yellow or Orange
- If button down shirts are chosen, we would like all shirts to have the tails of the shirts squared off and finished

Additional Specifications:

- New uniforms for new employee’s
- Replacement uniform pieces – should be new
- Cleaning detergent –needs to remove oil, grease
 - more odor free (current detergent leaves an odor that becomes stronger within a couple of hrs of employee wearing) option for hypoallergenic
- turnaround time: 1-2 weeks for new or replacement uniform
- mending, repair to meet turnaround time (1-2 wks)
- Lockers – Equip will need lockers to establish quality control

~ End of Attachment~

ATTACHMENT C - SAMPLE AGREEMENT

AGREEMENT FOR SERVICES BETWEEN THE CITY OF SALINAS AND XXX

UNIFORM RENTAL/LAUNDRY SERVICES

THIS AGREEMENT is executed this ____ day of _____, 202_, (“Agreement” or “Contract”) between the City of Salinas, a California Charter city and municipal corporation (hereinafter “City”) and XXX, a **XX** (Hereinafter “Contractor”).

IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

- 1. Scope.** Contractor hereby agrees to provide to the City, as the scope of services under this Agreement, the following services: **Uniform Rental and Laundry Services. Scope of work is further discussed in City’s Request for Proposal (RFP) for Uniform Rental Laundry Services published June 2020, Attachment XX and Contractor’s Proposal dated __/__/__, Attachment XX.**
- 2. Timeliness.** Contractor shall perform all tasks in a timely fashion, as set forth more specifically in Section 3 below. Failure to so perform is hereby deemed a material breach of this Agreement, and City may terminate this Agreement with no further liability hereunder, or the city may agree in writing with Contractor to an extension of time.
- 3. Term.** The work under this Agreement shall commence **September 1, 2020** and shall be completed by **August 30, 2022** unless City grants a written extension of time as set forth in Section 2 above.
- 4. Payment.** City agrees to pay and Contractor agrees to accept as full and fair consideration for the performance of this Agreement, [**_____ Dollars (\$_____)**] or [(an hourly fee in the amount of **_____ Dollars (\$_____)** per hour, not to exceed **_____ Dollars (\$_____)**], as more fully described in title of **Contractors fee schedule, Attachment XX.** Contractor has no right of reimbursement for expenses under this Agreement. Compensation shall become due and payable 30 days after City’s approval of Contractor’s submission of monthly written invoices to the City. The payment of any compensation shall be contingent upon performance of the terms and conditions of this Agreement to the satisfaction of the City. If City determines that the work set forth in the written invoice has not been performed in accordance with the terms of this Agreement, City shall not be responsible for payment until such time as the work has been satisfactorily performed.
- 5. Meet & Confer.** Contractor agrees to meet and confer with City or its agents or employees with regard to services as set forth herein as may be required by City to insure timely and adequate performance of this Agreement.
- 6. Insurance.** Contractor shall procure and maintain for the duration of this Agreement insurance meeting the requirements specified in **Attachment XXX** hereto.
- 7. Indemnification.** Contractor shall hold harmless, defend at its own expense, and indemnify City and its officers, officials, employees, agents, and volunteers from and against all liability, claims, damages, losses, and/or expenses including reasonable City attorney fees

arising from all acts or omissions of Contractor or its officers, agents, or employees arising out of the performance of the work under this Contract, caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the, sole negligence or willful misconduct of the City.

8. **Licensing.** Contractor warrants that it is properly licensed to perform the work specified under this Agreement, including but not limited to possession of a current City business license.

9. **Termination.** City may terminate this Agreement upon ten days' written notice. The amount of damages, if any, as a result of such termination may be decided by negotiations between the parties or before a court of competent jurisdiction.

10. **Agency.** In performing the services specified under this Agreement, Contractor is hereby deemed to be an independent contractor and not an agent or employee of City.

11. **Non-Assignability.** The rights and obligations of Contractor hereunder are not assignable and cannot be delegated without written consent of City.

12. **Entire Agreement.** This Agreement constitutes the entire Agreement between the parties hereto and supersedes any and all prior agreements, whether oral or written, relating to the subject matter thereof. Any modification of the Agreement will be effective only if it is in writing signed by both parties hereto.

13. **Validity.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force without being impaired or invalidated in any way.

14. **Counterparts.** This Agreement may be executed in multiple originals, each of which is deemed to be an original, and may be signed in counterparts.

15. **Laws.** Contractor agrees that in the performance of this Agreement it will comply with all applicable State, Federal and local laws and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of California, County of Monterey, and City of Salinas.

IN WITNESS WHEREOF, this Agreement is entered into by the parties hereto on the day and year first written above.

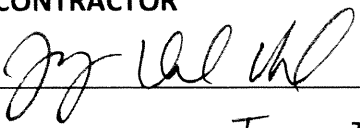
CITY OF SALINAS

Joe Gunter
Mayor

APPROVED AS TO FORM:

Christopher A. Callihan, City Attorney, or
Rhonda Combs, Assistant City Attorney

CONTRACTOR


By (Printed Name): Jerry DeReal
Its (Title): Service manager

ATTACHMENT D - INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the contract, and for three years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his/her/its officers, agents, representatives, employees, and/or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** ("CGL"): Insurance Services Office ("ISO") Form CG 00 01 covering CGL on an occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO Form CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability**: ISO Form CA 0001 covering Code 1 (any auto), with limits no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation**: as required by the State of California, with Statutory Limits, and Employers' Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the Contractor requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the Contractor shall cause the insurer shall to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **The City, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an

endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

2. For any claims related to this project, the **Contractor's insurance coverage shall be primary** insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the City.

4. A copy of the claims reporting requirements must be submitted by Contractor to the City.

5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor's Pollution Liability policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractor's Pollution Liability policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the City.

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

Contractor shall furnish the City with original Certificates of Insurance including an additional insured endorsement and all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a form at least as broad as CG 20 38 04 13.

Maintenance of Insurance

Maintenance of insurance by Contractor as specified shall in no way be interpreted as relieving Contractor of its indemnification obligations or any responsibility whatsoever and the Contractor may carry, at its own expense, such additional insurance as it deems necessary.

Special Risks or Circumstances

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**ATTACHMENT E - SAMPLE TABLE FORMAT QUALIFICATIONS OF PROPOSER
RELATIVE TO CITY'S NEEDS**

Project Name _____

Client Nutrien AG Solutions - Salinas, Ca.

Description of Work Performed: WEEKLY uniform & Facility Services

Total Project Cost: \$115,000 - Annually

Percentage of Work Firm was responsible for: 100%

Client Contact Information: Robert Matos (831) 206-4456

Did your company meet the project schedule: Yes No

Give a brief statement of the organization's adherence to the schedule and budget for the project: We provide a weekly service, any complaints about the service that are not addressed at route level must be escalated to my attention. No complaints have been brought to my attention.

Project Name _____

Client Braga Fresh Foods - Salinas, Ca.

Description of Work Performed: WEEKLY uniform and Facility Services

Total Project Cost: \$125,000 - Annually

Percentage of Work Firm was responsible for: 100%

Client Contact Information: Terri Baldwin (831) 744-3095

Did your company meet the project schedule: Yes No

Give a brief statement of the organization's adherence to the schedule and budget for the project: Any complaints not address at route level should be brought to my attention. No complaints from this customer.

Project Name _____

Client Carmel Area waste water - Carmel, Ca.

Description of Work Performed: weekly uniform and facility services

Total Project Cost: \$25,000 - Annually

Percentage of Work Firm was responsible for: 100%

Client Contact Information: Daryl Lauer (831) 257-0434

Did your company meet the project schedule: Yes No

Give a brief statement of the organization's adherence to the schedule and budget for the project:

no issues with cost of program or level of service.

Project Name _____

Client California American Water - Salinas & Pacific Grove

Description of Work Performed: weekly uniform services

Total Project Cost: \$50,000 - Annually

Percentage of Work Firm was responsible for: 100%

Client Contact Information: Edi Lemon (831) 646-3206

Did your company meet the project schedule: Yes No

Give a brief statement of the organization's adherence to the schedule and budget for the project:

no issues with cost of program or level of service.

ATTACHMENT F- COST PROPOSAL & BID RESPONSE

Item	Colors (Desired)	Sizes	Qty per week 1	Rental Unit Cost	Rental Extended Price per Week	Contractor launders City- owned garment Per Garment/week	Brand & Product Code (specify below)
1. Work Shirt Short or Long Sleeve <i>Carhartt</i>	Orange, & Khaki	Sm -4XLT	275	\$.415	\$ 114.12	\$ 1.50	<i>Cintas Co Carhartt</i>
2. Jacket <i>Carhartt Pant</i>	Blue	SM-4XLT	35	\$.433	\$ 15.15	\$ 1.50	<i>Cintas Carhartt</i>
3. Industrial Pant	Navy blue pants, blue jeans and Brown	W: 26-60" Ins: 26-36"	290 155 135	.476	73.78	1.50	<i>Cintas Carhartt</i>
4. Work Shirt FR Fabric <i>WORK PANT FR</i>	Blue	S-4XLT	15	.45	6.75	1.50	<i>Carhartt</i>
5. Work Coverall	Blue	36-50	35	\$.56	\$ 8.40	\$ 1.50	<i>Carhartt</i>
6. Shop Towels			260	\$.425	\$ 14.88	\$ 1.50	<i>Cintas</i>
7. Fender Covers			20	\$.062	\$ 16.12	\$ N/A	<i>N/A</i>
			20	\$.791	\$ 15.82	\$ N/A	<i>N/A</i>
GRAND TOTAL			930	\$ 3.80	\$ 290.53	\$ N/A	

ITEM
Providing and affixing patches with City name
Providing and affixing patches with individual name
Affixing City provided logo patches
Environmental Fees
Garment Preparation for size change
Garment Preparation for color change
Garment Preparation for new employee after initial installation
Depreciation scale
Other – enter any additional charges not listed in the proposal. Any charges not listed in the proposal or herein will not be paid. <i>(size Premium for non standard sizes) uniform Advantage Program</i>
Alterations-Please list the cost and type for alterations. If left blank it will be considered to be at no cost to the City.