

MOTION NO. M2013-87

Contract for Central Link and Tacoma Link Uniforms

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Operations and Administration Committee	10/03/2013	Final Action	Bonnie Todd, Executive Director of Operations Brad Charkowske, Central Link Transportation Manager	206-398-5367 206-398-5136

PROPOSED ACTION

Authorizes the chief executive officer to execute a five-year contract with Blumenthal Uniform Company, Inc. to provide uniforms and protective clothing to Central Link and Tacoma Link light rail staff for a total authorized contract amount not to exceed \$565,600.

KEY FEATURES SUMMARY

- This action allows Sound Transit to buy uniforms and protective clothing for Central Link and Tacoma Link staff. It also covers anticipated increases in staff with the opening of University Link and South 200th extensions.
- The contract scope of work includes clothing fitting, manufacturing, alterations, and documentation of purchases.
- The vendor will provide uniforms consistent with what has been approved and provided in the past and will meet all obligations for branding some of the uniform elements with the Sound Transit logo.
- This contract will also provide uniforms on an as-needed basis for Station Agents, Facilities Maintenance staff and other staff members who work in a public setting and need to be identified as Sound Transit representatives.
- The contract amount requested is sufficient to cover all five contract years.

BACKGROUND

In 2008, an internal Uniforms Committee was established to develop a uniform standard for Sound Transit personnel working in a transit operating or maintenance environment. Uniforms were specifically needed for personnel working on the soon-to-be-opened Central Link alignment and in accordance with an agreement with King County for operating Link light rail. The agreement stipulates that Sound Transit will determine which job classifications require uniforms, and select and procure them.

At the same time, Sound Transit re-evaluated Tacoma Link's uniform program, which had been all rentals, and decided to provide consistent uniforms for the new Station Agents and for Facilities Maintenance personnel. In 2008, the Board approved a three-year contract with two one-year options that procured uniforms for those positions. That contract is now expiring.

In August of 2013, Sound Transit issued an Invitation for Bids for a new uniform vendor. The invitation provided potential vendors with Sound Transit's list of approved uniform clothing items and asked them to provide a cost for the same or equivalent items over the next five years.

Blumenthal Uniforms satisfied all vendor requirements and provided a bid that was 13 percent less than the current cost for uniforms.

Central Link and Tacoma Link union represented staff have an initial uniform allotment and an annual allowance to purchase items to replace worn out uniform elements.

Non-union represented Station Agents, Facilities Maintenance staff and other Sound Transit staff members who work in a public setting will also make use of this contract on an as-needed basis. Their combined use is less than ten percent of the total contract amount.

FISCAL IMPACT

The proposed action will be funded from the Service Delivery modal budget including Sounder, Central Link and Tacoma Link. In addition, funding for Operations staff uniforms will come from the Operations Department budget. The combined materials/supplies budget for the three modes and Operations department budget is \$9,530,202 with YTD spending of \$5,269,773. The estimated expenditure of \$65,000 for 2013 under the proposed action is within the 2013 budget authority. Spending for remaining years under the contract will be included in annual budgeting for future years.

The table below illustrates the budget impact of this action:

Action Item:

Current Year Operations Materials/Supplies Budget	Adopted 2013 Budget	Spent and Committed to date in 2013	Contract Expenditures 2013	Remaining 2013 Budget
Sounder Materials/Supplies	6,798	3,714	6	3,078
Central Link Materials/Supplies	2,063	1,228	56	779
Tacoma Link	228	92	2	134
Total Services Delivery Materials/Supplies	9,089	5,034	64	3,991
Operations Staff Materials/Supplies	442	235	1	206
Total Operations Maintenance	9,531	5,269	65	4,197

Contract Spending Plan	Prior Year(s)			Total
	Spending	2013 Spending	Future Spending	
Blumenthal Uniform Company		65	501	566

Contract Budget	Approved	Spent to Date	Proposed Action	Contract Value
Blumenthal Uniform Company	-	-	566	566
Contingency	-	-	-	-
Total Contract	-	-	566	566
Percent Contingency	-	-	0%	0%

Notes:

The budget for materials/supplies for Sounder, Central Link and Tacoma Link can be found on page 35, 30 and 25 of the 2013 Adopted Budget book, respectively. The materials/supplies budget for Operations Department can be found on page 85 of the 2013 Adopted Budget book.

SMALL BUSINESS PARTICIPATION

Small business goals were waived on this procurement because subcontracting was not feasible. Blumenthal Uniform Company is the prime consultant and a small business that will be performing 100% of the contract.

EQUAL EMPLOYMENT WORKFORCE PROFILE

36 employees; 66% women; 19% minorities.

TIME CONSTRAINTS

A one month delay would not create a significant impact to the project schedule.

ENVIRONMENTAL REVIEW

JI 9/16/2013

LEGAL REVIEW

JW 09/27/2013

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a five-year contract with Blumenthal Uniform Company, Inc. to provide uniforms and protective clothing to Central Link and Tacoma Link light rail staff for a total authorized contract amount not to exceed \$565,600.

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MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a five-year contract with Blumenthal Uniform Company, Inc. to provide uniforms and protective clothing to Central Link and Tacoma Link light rail staff for a total authorized contract amount not to exceed \$565,600.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on October 3, 2013.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Marcia Walker
Board Administrator