



CITY OF CARSON

Legislation Text

File #: 2019-716, Version: 1

Report to Mayor and City Council

Tuesday, August 06, 2019

Consent

SUBJECT:

CONSIDER AWARDED A CONTRACT WITH STRASSBO, INC, FOR COMMUNITY SERVICES DEPARTMENT STAFF UNIFORMS (CITY COUNCIL)

I. SUMMARY

The Community Services Department is seeking a vendor to supply staff uniforms for the Recreation, Human Services, Transportation, and Community Center Divisions.

The Invitation for Bids (IFB) was advertised in the *Our Weekly* Publication, and through the PlanetBids portal from March 28, 2019 to April 24, 2019. Four bids were received (Exhibit No. 1), and it was determined that Strassbo, Inc. was the most responsive and responsible bidder, with a total bid amount of \$72,759.96.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE the selection of Strassbo, Inc., to provide staff uniforms for the Community Services Department in an amount not-to-exceed \$96,759.96, that the initial order shall not exceed \$72,759.96, and subsequent orders, if any, shall not cumulatively exceed \$24,000 for the term from July 1, 2019 through June 30, 2020 with a one (1) year renewal option.
2. AUTHORIZE the mayor to execute a contract with Strassbo, Inc., following the approval as to form by the City Attorney. (Exhibit No. 3)

III. ALTERNATIVES

1. REJECT the recommendation, and direct staff to initiate a new Invitation for Bid (IFB) Process.

2. Take another action the City Council deems appropriate, consistent with the requirements of the law.

IV. BACKGROUND

In March of 2017, it was determined that the City of Carson's Community Services staff were in need of upgrading and adding additional uniform items to bring more consistency and conformity to the department and divisions.

A staff driven Community Services uniform committee was developed to discuss the needs of the Recreation, Human Services, Transportation, and Community Center Division. The committee determined that uniforms needed to look consistent and those certain divisions needed specific items depending on their working conditions. Upon review, it was determined that each division needed specific items that consisted of polos, t-shirts, sweaters, jackets, hats, beanies, and smocks.

From March 28, 2019, through April 24, 2019, an Invitation for Bid (IFB) process took place. The IFB was advertised through PlanetBids and the Daily Journal, and resulted in the receipt of four (4) proposals. Project Managers and the Uniform Selection Committee reviewed each bid and samples. It was determined Strassbo, Inc. was the most responsive and responsible bidder, with a total bid amount of \$72,759.96. Tonight, the City Council is asked to approve the selection of Strassbo, Inc., to provide staff uniforms for the Community Services Department, and to authorize the execution of a contract.

V. FISCAL IMPACT

Should the City Council approve the recommendation, funds required for this fiscal year are available for the total amount of \$72,760. This includes \$33,759 in the adopted 2019-2020 Fiscal Year and \$39,000 rollover from 2018-2019 budget. (Exhibit No. 2).

VI. EXHIBITS

1. Bid Register (pg. 3)
2. Community Services 2019/2020 Budget Allocation (pg. 4)
3. Strassbo, Inc. - Contract (pg. 5-43)

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