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Meeting 2015 Oct 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 October 15

FROM: DIRECTOR FINANCE **FILE:** 5820-20
11-01/15

SUBJECT: CONTRACT AWARD
RENTAL OF COVERALLS AND RELATED SERVICES

PURPOSE: To obtain Council approval to award a three year contract for the rental of coveralls and related services.

RECOMMENDATION:

1. **THAT** Council approve a three year contract award to Canadian Linen and Uniform Service Co. for a total cost of \$504,000 including GST and PST in the amount of \$54,000 as outlined in this report. Final payment will be based on actual quantity of goods and services provided.

REPORT

Three proposals for this contract were received by the closing time on 2015 March 11. The work of this contract includes the rental of coveralls and related services. Items include rental coveralls, floor mats and other related items as well as pick up / drop off and cleaning of products for staff and facilities at various locations throughout the City. Each location has different product and service requirements. The contract award is for a three year period from 2015 November 01 to 2018 October 31 with an option for up to two individual one year extensions at the discretion of the City, and presents an estimated savings of 21% over the term of the contract as compared to the previous contract.

The recommended company, Canadian Linen and Uniform Service Co. has provided rental of coveralls and related services in the past with a proven track record for performance and reliability to the satisfaction of the City. The Director Engineering and Director Parks, Recreation and Cultural Services concur with the above recommendation.

Funding for this requirement is provided under various Operating accounts which is included in the 2015 – 2019 Financial Plan.

A handwritten signature in cursive script, appearing to read "Denise Jorgenson".

Denise Jorgenson
DIRECTOR FINANCE

GC:SL/ht

cc: Director Engineering
Director Parks, Recreation & Cultural Services