



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
January 18, 2022

TOPIC: Uniform Rental & Cleaning Services Contract

AGENDA TITLE

Approve a Blanket Order Contract for an annual amount of \$53,000 with Cintas Corporation for Uniform Rental & Cleaning Services (Specification No. 22-006) (General and Non-General Fund)

RECOMMENDED ACTION

Approve a Blanket Order Contract with Cintas Corporation for an annual amount not to exceed \$53,000 for the period of April 1, 2022 through March 31, 2023, with an option for additional four one-year renewals, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

In accordance with the City's general employee Memorandum of Understanding, clean uniforms are provided to all employees who are required by the City to wear uniforms according to their position. Additionally, bath towels are supplied in the shower areas of the Public Works Agency at the City Yard for use when hazardous work conditions require cleansing at the end of the work shift. The rental service includes weekly laundering with pick-up and drop-off of garments to multiple City locations.

Santa Ana City Ordinance No. NS-2312 authorizes the City to purchase against contracts from any public agency utilizing a competitive bid process. Prince William County Public Schools of Virginia entered into Contract No. R-BB-19002 with Cintas Corporation for Facilities Management Products and Solutions through an Omnia Cooperative Agreement; allowing all public agencies access to discounted pricing.

The City proposes to enter into a cooperative contract with Cintas Corporation for uniform rental and cleaning services. Contract R-BB-19002 ensures the products and services offered will continue to provide staff with laundered uniforms and towels.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with the action.

FISCAL IMPACT

Funds are available in the FY 2021-22 budget, and will be included in future fiscal year budgets in the following accounts for anticipated expenditure upon exercising the four (4) one-year renewal options as follows:

Department	Account No.	Anticipated Expenditure				
		FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Public Works Sanitary Sewer Maintenance	05617640-62300	\$5,000	\$20,000	\$20,000	\$20,000	\$5,000
Recreation & Comm. Services Park Maintenance	01113250-62300	\$3,250	\$13,000	\$13,000	\$13,000	\$3,250
Fleet Maintenance	07517100-62300	\$2,250	\$9,000	\$9,000	\$9,000	\$2,250
Building Maintenance	07317100-63001	\$1,000	\$4,000	\$4,000	\$4,000	\$1,000
Finance & Mgmt Services, Treasury Customer Services.	01110130-62300	\$250	\$1,000	\$1,000	\$1,000	\$250
Parks and Recreation Santa Ana Zoo	01113220-62300	\$1,500	\$6,000	\$6,000	\$6,000	\$1,500
Totals		\$13,250	\$53,000	\$53,000	\$53,000	\$13,250

Submitted By: Kathryn Downs, Finance and Management Services Executive Director

Approved By: Kristine Ridge, City Manager