



Board of County Commissioners Agenda Report

Washington County, Maryland

Open Session ✓

From: Rick Curry, CPPB, Buyer – Purchasing Department

Presentation By: Rick Curry

Presentation Date: November 15, 2011

Subject: **Rejection of Bid (PUR-1167) for Uniform Rental Service for Various Washington County Departments, and Extension of Existing Contract**

Recommended Motion: Move to take action that is in the best interest of the County to reject the bid for PUR-1167 – Uniform Rental Service for Various Washington County Departments, to extend the existing contract with Coyne Textile Services of Colonial Heights, VA at the current rates through January 31, 2012, and to rebid the contract.

Report-in-brief: On November 2, 2011 the County accepted bids for Uniform Rental Service for Various Washington County Departments. Notice of the bid was published in the local newspaper, listed on the State of Maryland’s “eMaryland Marketplace”, and on the County’s website. Ten (10) persons/companies registered/downloaded the bid document on-line. The County received one (1) bid.

Discussion: A sole bid was received from Unifirst of Winchester, VA. Unifirst’s bid is non-responsive due to the following issues. The bid document states that bids shall be submitted only on the Form of Proposal provided by the County; the bid was not submitted on the County’s Form and various additional charges were included in its response. Bidders were to attach to the Form of Proposal information stating unit pricing per item for replacement of lost/stolen garments.

The bid provides for a one (1) year contract with four (4) option years for renewal. After talking to various vendors subsequent to the bid opening, it is recommended that the terms be changed to include a three (3) year contract with two (2) option years for renewal; this provides time for the successful vendor to recoup the cost of uniforms initially provided under the contract.

Concurrences (If Applicable): Purchasing Agent

Fiscal Impact (If Applicable): N/A

Alternatives (If Applicable): Accept the sole non-responsive bid or accept the sole bidder’s contract under the National Joint Power Alliance (NJPA).

Attachments:

N/A