

AGENDA REPORT

Resolution: Authorize the Executive Director to extend the existing procurement contract with Aramark Uniform Services for one-year to June 30, 2020. **(Aviation)**

MEETING DATE: 5/23/2019

AMOUNT: \$100,000 annual estimated cost - no contract increase - Operating Expense

PARTIES INVOLVED: Aramark Uniform Services (a Division of Aramark Uniform & Career Apparel, LLC) Oakland, CA - Laundry Facility, Hayward, CA – Business Office

SUBMITTED BY: Bryant L. Francis C.M., Director of Aviation

APPROVED BY: J. Christopher Lytle, Executive Director

ACTION TYPE: Resolution

EXECUTIVE SUMMARY

This action is to extend the term of the existing agreement with Aramark Uniform Services to provide Port employee uniform and laundry services for various staff in the Aviation and Engineering Divisions for one-year.

BACKGROUND

On April 20, 2012, the Port Purchasing Department issued a formal Request for Proposal (RFP) 11-12/03, for Uniform Rental and Laundry Service. The Port has approximately 150 employees at any given time in various trades and specialties who are required to wear uniforms for either safety or aesthetic reasons. After a detailed analysis and review, Aramark Uniform Services was awarded the uniform services contract which is scheduled to expire June 30, 2019. The total contract authorization as approved by the Board is \$600,000 and is not proposed to change.

ANALYSIS

Staff with departments who wear uniforms have been working together, along with Purchasing, to consider different approaches for providing and laundering uniforms to increase efficiency, consistency in quality, and improve options for the diverse functional and safety needs of staff who wear uniforms. Staff is currently piloting purchasing uniforms and

using cleaning services for a sample of work units and is evaluating implementing this approach on a broader scale. In order to finish this evaluation including a thorough process and employee engagement, staff are seeking authorization to extend the current agreement with Aramark Uniform Services for one-year. While the intent is to complete this process before the one-year extension, having time to make thoughtful and prudent decisions around uniforms is critical to our safety and business needs and an important element of customer service.

BUDGET & STAFFING

This extension request has no impact on budget or staffing.

MARITIME AVIATION PROJECT LABOR AGREEMENT (MAPLA)

The Port of Oakland Maritime and Aviation Project Labor Agreement (MAPLA) does not apply because this contract is for professional services that are not within the craft jurisdiction of the unions signatory to the MAPLA.

STRATEGIC PLAN

The action described herein would help the Port achieve the following goals and objectives in the Port's Strategic Business Plan (2018-2022).

Goal: Improve Customer Service

Goal: Pursue Employee Excellence

LIVING WAGE

Living wage requirements, in accordance with the Port's Rules and Regulations for the Implementation and Enforcement of the Port of Oakland Living Wage Requirements (the "Living Wage Regulations"), apply to this agreement as the tenant employs 21 or more employees working on Port-related work and the agreement is greater than \$50,000.

SUSTAINABILITY

Port staff have reviewed the Port's 2000 Sustainability Policy and did not complete the Sustainability Opportunities Assessment Form. There are no sustainability opportunities related to this proposed action because it does not involve a development project, purchasing of equipment, or operations that presents sustainability opportunities.

ENVIRONMENTAL

This action was reviewed in accordance with the requirements of the California Environmental Quality Act (CEQA) and the Port CEQA Guidelines. The general rule in Section 15061(b)(3) of the CEQA Guidelines states that CEQA applies only to activities that have a potential for causing a significant effect on the environment. It can be seen with certainty that there is no possibility that extending the agreement with Aramark Uniform Services to provide uniform rental and laundry services to Port employees will result in a physical change in the

environment. Therefore, this action is not subject to CEQA and no further environmental review is required.

GENERAL PLAN

This action does not change the use of any existing facility, make alterations to an existing facility, or create a new facility; therefore, a General Plan conformity determination pursuant to Section 727 of the City of Oakland Charter is not required.

OWNER-CONTROLLED INSURANCE PROGRAM (OCIP)

This action is not subject to the Port's Owner Controlled Insurance Program (OCIP) as it is not a capital improvement construction project.

OPTIONS

1. Authorize the Executive Director to extend the existing procurement contract with Aramark Uniform Services for one-year to June 30, 2020, with no increase in maximum compensation. This is the recommended approach.
2. Allow current contract to expire. This option will not allow adequate time to continue the pilot program, further research products and engage with employees to determine the best approach for the future procurement and laundering of uniforms.

RECOMMENDATION

Authorize the Executive Director to extend the existing procurement contract with Aramark Uniform Services for the Port's uniform rental and laundry service needs for one-year to June 30, 2020, with no increase in maximum compensation. This will allow the management team to properly engage with employees and conduct the necessary research to provide employees with safe, comfortable and professional workplace uniforms.

