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FINANCE DEPARTMENT
100 N. APPLETON STREET
APPLETON, WI 54911

MEMO

To: Chairperson William Siebers and Members of the Finance Committee
From: Jeff Fait, Purchasing Manager
Date: December 15, 2021
Re: Recommendation to Award Contract for Rental and Cleaning of Uniforms and Related Items to Aramark

Background

The current city-wide contract, awarded to UniFirst Corporation in 2017, expires on January 31, 2022. An RFP process was conducted. The proposed new contract would be for a base term of three years, with one additional two year extension possible.

RFP Process

The RFP (Request For Proposals) contained an extensive list of requirements, terms and conditions, and requests for information. Five responsive proposals were received and evaluated by a 4-member Uniform Team based upon pre-established criteria covering factors including qualifications, service policies and price. Proposals were scored individually and collectively, and ranked according to total score as follows (485 pts. possible):

- | | |
|--------------|------------|
| 1) Aramark | 375 points |
| 2) Cintas | 347 points |
| 3) AlSCO | 339 points |
| 4) Gunderson | 337 points |
| 5) UniFirst | 310 points |

Based upon projected cost scenarios used to evaluate price, the annual estimated costs are:

Aramark:	\$39,464
AlSCO:	\$43,884
UniFirst	\$52,544
Cintas:	\$57,544
Gunderson:	\$62,608

Conclusion

Following the proposal evaluation, the Team arrived at the unanimous decision to recommend award to Aramark, subject to final contract negotiations. While changing uniform vendors is a challenging and time consuming process, after 18 years with UniFirst, the outcome of the RFP, and substantial projected cost savings, we believe a change is justified.

If you have any questions regarding this recommendation, please contact Jeff Fait at 832-6311. Thank you for your consideration.