

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland, Facilities
Management Director
DRAFTED BY

General Services Committee
SUBMITTED BY

October 25, 2017
DATE DRAFTED

AWARDING CONTRACT FOR RENTAL SERVICES OF UNIFORMS, SHOP TOWELS AND
WALK-OFF MATS FOR FACILITIES MANAGEMENT DEPARTMENT
2018-2020

- 1 **WHEREAS**, funds are incorporated into the budget each year for the rental of uniforms, shop
- 2 towels and walk-off mats that are used by Facilities Management Department at all locations; and,
- 3
- 4 **WHEREAS**, specifications were prepared and solicited from five vendors with only one vendor
- 5 submitting a bid (results attached); and,
- 6
- 7 **WHEREAS**, the bids were reviewed by Purchasing and Facilities Management staff with the
- 8 recommendation to accept the low bid from ALSCO of Wauwatosa, WI.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 11 assembled this 16th day of November, 2017 that a contract for uniforms, shop towels and
- 12 walk-off mats be awarded to ALSCO of Wauwatosa, WI based on the terms and conditions set
- 13 forth in the contract and Invitation to Bid #2018-04.

17-11D-407

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Bob Yeomans

David Homan

Jeremy Zajac

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

Funds have been included in the 2018 recommended budget for this contract.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jodi Timmerman
Interim Corporation Counsel

Executive Summary

AWARDING CONTRACT FOR RENTAL SERVICES OF UNIFORMS, SHOP TOWELS AND WALK-OFF MATS FOR FACILITIES MANAGEMENT

Facilities Management contracts with a private vendor to provide employee uniforms, shop towels and walk-off mats for all locations. Bids were solicited from five vendors with one responding. The only, most responsible and responsive bid was received from ALSCO of Wauwatosa, WI.

The contract will begin January 1, 2018 and terminate December 31, 2018. Facilities Management may opt to renew the contract for two additional years, 2019 and 2020. The total contract shall not exceed three years.

ROCK COUNTY, WISCONSIN

FINANCE DEPARTMENT
PURCHASING DIVISION

PROJECT NUMBER #2018-04
 PROJECT NAME UNIFORMS, SHOP TOWELS & WALK-OFF MATS
 DEPARTMENT FACILITIES MANAGEMENT
 BID DUE DATE OCTOBER 10, 2017 – 1:30 P.M.

	ALSCO – WAUWATOSA WI
2018 FACILITIES	4,644.64
2019 FACILITIES	4,644.64
2020 FACILITIES	4,644.64
TOTAL 3 YEAR CONTRACT	\$ 13,933.92

The Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: Jodi Millis, Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: ALSCO

[Signature]
Signature

10-25-17
Date

GOVERNING COMMITTEE APPROVAL:

[Signature]
Chair

5-0
Vote

11/7/17
Date