



Date: January 11, 2022
Current Meeting: January 20, 2022
Board Meeting: January 27, 2022

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: President/CEO Inez P. Evans
FROM: Deputy Chief Operating Officer Cheryl Purefoy
SUBJECT: Consideration and approval to enter into negotiations for Transportation Department uniforms

ACTION ITEM A – 11

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, we ask the Board to authorize the President/CEO to enter into contract negotiations with The Uniform House, Inc. as the most qualified vendor responding to RFP 21-09-427 for transportation department staff uniforms and upon successful negotiations, enter into a master contract. The amount is not to exceed \$1,302,500 over the five-year life of the contract.

BACKGROUND:

The Uniform House, Inc. is the current provider of uniforms for the Coach Operators, Service Center Representatives, Dispatch Representatives and Transportation Supervisors.

DISCUSSION:

Having a local vendor offers convenient access and value for uniform purchasing for IPTC personnel. This vendor has the ability to come onsite for ordering; additionally, they support a variety of options to purchase all uniforms needs - phone, online, or in person from the storefront. Employees are also able to monitor their available balance and order additional uniform supplies as needed. Having the vendor local also eliminates shipping costs.

ALTERNATIVES:

The Board could choose not to authorize negotiations. The procurement department will begin the bid process again. However, The Uniform House, Inc. was the single bidder to RFP 21-09-427 Coach Operator Uniforms. It is believed that a new search will not yield a different result.

FISCAL IMPACT:

The funding for this project will come out of the operating budget.

DBE/XBE DECLARATION:

The Uniform House, Inc. is a certified DBE/WBE and will be self-performing 100% of the contract.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Service Committee on January 20, 2022.