

Agenda Report

File #: 2019-534, **Version:** 1

FROM: James D. Herberg, General Manager
Originator: Rob Thompson, Assistant General Manager

SUBJECT:

BLANKET PURCHASE ORDER FOR ARC FLASH SUIT & GLOVE RENTAL PROGRAM FROM CINTAS CORPORATION

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve Blanket Purchase Order with Cintas Corporation for 12 calorie per square centimeter rated daily wear uniform and 65 calorie per square centimeter rated Arc Flash Suit and Electrically Insulated Glove Lease Program per Cooperative Agreement Contract: R-BB-19002, for a total amount not to exceed \$380,185 for a three-year contract term, plus one additional three-year renewal option; and
- B. Approve contingency of \$19,000 (5%).

BACKGROUND

The Orange County Sanitation District's (Sanitation District) maintenance staff are required by Occupational Safety and Health Administration (OSHA) per National Fire Protection Association (NFPA) 70E standards to wear appropriately rated personal protective equipment (PPE). Arc flash suits and electrically insulated gloves are used by electrical, instrumentation, and HVAC maintenance staff to perform daily tasks with electrical exposure.

All 65 calorie per square centimeter (cal/cm²) rated arc flash suits worn by electrical, instrumentation, and HVAC maintenance are currently laundered at a local dry cleaning establishment through a blanket purchase order. Risk Management has determined that this type of PPE should be laundered at an industrial facility in order to avoid cross-contamination with local dry cleaning to maintain flame-resistant properties.

RELEVANT STANDARDS

- Commitment to safety & reducing risk in all operations
- Provide a safe and collegial workplace
- Participate in local, state, and national cooperative purchasing programs

PROBLEM

Due to the nature of the work being performed by electrical, instrumentation, and HVAC maintenance staff, and frequency of use, PPE will need to continue to be laundered or repaired/replaced on a reoccurring frequency. Local dry cleaners have been deemed a risk for cross-contamination or improper care of garments with flame-resistant material. Additionally, local dry cleaner use requires staff to deliver and coordinate pick-up of garments.

PROPOSED SOLUTION

Staff recommends entering into a blanket purchase order with Cintas Corporation (Cintas) for the arc flash uniform daily wear, 65 cal/cm² suit and electrical insulated glove rental program. This program would launder, inspect, and/or replace the garments; meet compliance with NFPA 70E and ANSI 107 standards; eliminate the risk of cross-contamination at local dry cleaning establishments; and reduce staff time away from maintenance work. Electrically insulated gloves require regular testing and associated recordkeeping which is provided by the vendor.

Comparatively, replacement of PPE garments, at the frequency of use, would not be as cost effective.

TIMING CONCERNS

N/A

RAMIFICATIONS OF NOT TAKING ACTION

Continuing current practices creates potential liability due to the risk of possible cross-contamination at local dry cleaning businesses and improper care of flame-resistant material.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATION

OMNIA Partners is the largest purchasing organization for the public sector. It is comprised of the two leading cooperative purchasing organizations: U.S. Communities and National IPA. The collective buying power of these two cooperatives deliver best value and large cost savings for public agencies nationwide. Contracts through this organization have all been competitively solicited through the Request for Proposal (RFP) process, evaluated for best value using best industry practices, and publicly awarded by a government entity acting as the lead agency. The Cintas Contract, Number R-BB-19002, was initially awarded via U.S. Communities with Prince William County Public Schools, VA as the lead agency.

CEQA

N/A

FINANCIAL CONSIDERATIONS

This request complies with authority levels of the Sanitation District's Purchasing Ordinance. This recommendation would be funded under the Repairs and Maintenance line item for Operations and Maintenance Department (Budget Update Fiscal Year 2019-20, Page 47), and the available funding is sufficient for this action.

<u>Date of Approval</u>	<u>Contract Amount</u>	<u>Contingency</u>
09/04/2019	\$380,185	\$19,000 (5%)

ATTACHMENT

The following attachment(s) may be viewed on-line at the OCSD website (www.ocsd.com) with the complete agenda package:

N/A

RM:ab:gc