

Henderson County Schools

1805 Second Street, Henderson, Kentucky 42420
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TO: Marganna K. Stanley
And School Board Members

FROM: Walt Spencer, CPA
Director of Finance

DATE: September 15, 2014

RE: Bid Recommendations

A handwritten signature in black ink, appearing to read 'Walt Spencer', is written over the 'FROM' field.

Bid Recommendations

Uniform Rental Bid # 12-14-5-9

Invitations were sent to Aramark, Cintas, Unifirst Corporation, and Sitex. Sitex excused itself due to a conflict of interest as Mr. Jon Sights is a member of the Board of Education and an owner of the business. Of the three remaining companies Aramark was the lowest bid. We have used this company in the past with satisfaction. We are recommending that the bid be awarded to Aramark.

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TABULATION OF BIDS
UNIFORM RENTAL - BID #12-14-5-9

COMPANY	Estimated Annual Usage Per Person	Aramark	CINTAS	Unifirst Corp.	SITEX
Number of sets provided to each employee		11	11	6	No Bid
Frequency of deliveries (weekly; bi-weekly)		Weekly	Weekly	Weekly	
Cleaning Costs:					
Work Shirts - Short Sleeved	10	1.76	1.98 (.18)	0.13	
Work Shirts - Long Sleeved	30	1.76	1.98 (0.18 per piece)	0.15	
Polo Shirts - Short Sleeved	180	2.00	2.926 (0.266)	0.23	
Polo Shirts - Long Sleeved	40	2.00	2.926 (0.266)	0.20	
Work Pants (For Mechanics)	200	2.00	2.255 (0.2050)	0.23	
Khaki Pants (For Technology)	60	2.00	2.255 (0.205)	0.23	
Jeans	200	2.00	Carhart 5.06 (.46)	0.27	
Dickie Jeans		No Bid	No Bid	No Bid	
Jacket	150	0.35	Set of 2 (.82 or .41 each)	0.41	
Initial setup cost		0	Any additional charges must be described: Make up and emblem charges are free for the initial install and 30 days after. Name emblem \$1.00, company emblem \$1.52, make up \$1.50, service charge -. and size premium one time fees. Smart set up is \$.06 per garment and covers all damage, destroyed, but not lost so that you do not see one time fees.	0	
Setup Cost for New Employee (after 30 days)		Prep charge \$.50 per garment Name emblem \$.50 per shirt Company emblem \$1.00 per shirt Direct embroidery LOGO \$2.50 per shirt		After initial install make-charges as follows: Man-name \$.75 Company name: \$2.50 Service Charge: \$.75 (one time fee) Exchange charge \$.75 (one time fee) Special Sizing \$1.00	
Annual Cost Per Person		\$188.10	\$272.82	\$232.90	
Contact		Rick Shockley	Kevin Hospelhorn	Ashley Whitfield	
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