



***April 8, 2021***

**To:** Transit Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Amendment to Agreement for Coach Operator, Operations Instructor, and Field Supervisor Uniforms

### ***Overview***

On May 22, 2017, the Board of Directors approved an agreement with Becnel Uniforms to supply uniforms for coach operators, training instructors, and field supervisors on an as-needed basis for a three-year initial term, with two one-year option terms. The first option term will expire June 30, 2021. Board of Directors' approval to exercise the second option term is requested.

### ***Recommendation***

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-6-1442 between the Orange County Transportation Authority and Becnel Uniforms, in the amount of \$50,000, to exercise the second option term of the agreement from July 1, 2021 through June 30, 2022, for continued uniform supply services. This will increase the maximum obligation of the agreement to a total contract value of \$871,852.

### ***Discussion***

The Orange County Transportation Authority (OCTA) contracts with a uniform services contractor to supply the uniforms needed for coach operators, operations instructors, and field supervisors. Uniforms for coach operators and support staff provide a professional appearance and promote confidence in OCTA's ability to provide safe and reliable service to the public. The uniform program is established in compliance with the Coach Operator Collective Bargaining Agreement, as well as the Personnel and Salary Resolution for employees who fall under the classification of coach operator, operations instructor, and field supervisor. OCTA provides an annual uniform allowance for new hire coach operators of \$280, plus a one-time purchase of a jacket up to \$170. The annual allowance for existing coach operators is \$245, and up to a \$500 annual allowance for support staff. Additional funds are provided for special

circumstances such as weight loss, maternity, and the Bus Roadeo competition. The allowance is intended as a supplement to annual uniform costs employees may incur. These annual allowances have remained consistent over the last ten years.

### ***Procurement Approach***

The procurement was handled in accordance with OCTA Board of Directors (Board)-approved policies and procedures for professional and technical services. On May 22, 2017, the Board approved award of the agreement with Becnel Uniforms, for a three-year initial term with two, one-year option terms, from July 1, 2017 through June 30, 2020, in the amount of \$821,852. On July 1, 2020, the first option term was exercised to extend the term of the agreement for 12 months through June 30, 2021. The original agreement was awarded on a competitive basis and has been previously amended as described in Attachment A.

The proposed Amendment No. 2 is to exercise the second option term of the agreement through June 30, 2022, consistent with the rates negotiated in the original agreement. Amending this agreement will increase the maximum cumulative payment obligation by \$50,000 to continue providing uniform services to meet current staffing levels, bringing the total contract value to \$871,852.

### **Fiscal Impact**

The project was approved in the OCTA Fiscal Year 2020-21 Budget, Bus Operations Department, Account No. 2121-7287-D1123-332, and is funded through Local Transportation Funds.

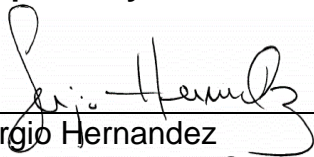
### ***Summary***

Staff recommends the Board of Directors authorization for the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-6-1442, in the amount of \$50,000, to exercise the second one-year option term of the agreement through June 30, 2022, for uniform supply services. This will increase the maximum obligation of the agreement to a total contract value of \$871,852.

***Attachment***

- A. Becnel Uniforms, Agreement No. C-6-1442 Fact Sheet

**Prepared by:**



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