



## Legislation Text

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**File #:** Res. 2020-191R, **Version:** 1

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### **AGENDA CAPTION:**

Consider approval of Resolution 2020-191R, approving a Change in Service to the agreement with UniFirst Corporation to extend the agreement for a one-year term in the estimated annual amount of \$162,917.80 for uniform rental and laundering services with two additional one-year term options for an estimated total five-year contract amount of \$814,589.00; authorizing the City Manager or his designee to execute the appropriate documents to implement the change in service; and declaring an effective date.

**Meeting date:** September 1, 2020

**Department:** Public Services Department - Tom Taggart, Director (By Lynda Williams, Purchasing Manager)

### **Amount & Source of Funding**

**Funds Required:** 162,917.80 annually (FY21)

**Account Number:** General Fund, 53160/Uniforms; Drainage, 53160/Uniforms; Water/Waste Water, 53160, Uniforms

**Funds Available:** Total: \$227,011.16 General Fund: \$81,862.84; Drainage Fund: \$32,907.00; Water/Wastewater Fund: \$112,241.32

**Account Name:** Uniforms

### **Fiscal Note:**

**Prior Council Action:** August 7, 2018, Contract #218-314, Uniform Rental and Laundering Services contract approved Resolution 2018-123R.

**City Council Strategic Initiative:** [Please select from the dropdown menu below]

Choose an item.

Choose an item.

Choose an item.

**Comprehensive Plan Element (s):** [Please select the Plan element(s) and Goal # from dropdown menu below]

☐ Economic Development - Choose an item.

☐ Environment & Resource Protection - Choose an item.

☐ Land Use - Choose an item.

☐ Neighborhoods & Housing - Choose an item.

- ☐ Parks, Public Spaces & Facilities - Choose an item.
- ☐ Transportation - Choose an item.
- ☐ Core Services
- ☒ Not Applicable

**Master Plan:** *[Please select the corresponding Master Plan from the dropdown menu below (if applicable)]*

Choose an item.

**Background Information:**

Contract 218-314 for Uniform Rental and Laundering Services for multiple City departments was for an initial two (2) year term through September 1, 2020 for \$325,835.60. The contract allows for three (3) additional one (1) year terms at the option of the parties.

This request is for approval of the first renewal term for the estimated annual amount of \$162,917.80 from September 1, 2020 through August 31, 2021, and to approve the two (2) remaining one (1) year term options for a total estimated contract amount of \$814,589.00 for the full five-year contract. The annual contract renewals may be awarded administratively in the form of an Authorization of Change in Service (ACIS).

The City has conducted a financial review of this method of service delivery by Joseph Navarre, Purchasing Specialist Senior, with the recognition of potential cost savings and greater employee service satisfaction. The City will continue to review alternate strategies before administrative renewals through ACIS are processed.

**Council Committee, Board/Commission Action:**

Click or tap here to enter text.

**Alternatives:**

Click or tap here to enter text.

**Recommendation:**

Award (1) year renewal of contract #218-314 to UniFirst Corporation in the amount of \$162,917.80.