
City Council Regular Meeting

DEPARTMENT: Public Works & Engineering

FROM: Janalea Hembree, Public Works Operations Manager

MEETING: December 11, 2023

SUBJECT:

Consider approval of a minute order authorizing an increase in spend with Cintas, through OMNIA Cooperative Pricing, under an existing contract term ending September 30, 2026, to provide uniform services to additional Public Works & Engineering employees, in the amount of \$71,040.00. (Staff Presenter: Janalea Hembree, Public Works Operations Manager)

SUMMARY:

This contract is for the rental and laundering of uniforms for multiple divisions in Public Works & Engineering. Equipment Services is already utilizing the contract with Cintas to provide uniform services to Fleet staff. It is approximately \$550 per year per employee for full laundry and uniform service. The current contract is through September 30, 2026.

Providing uniform service is cost-neutral, however, efficiencies are gained by reducing the administration of these items by City staff. Currently, uniforms are purchased by admin staff as each employee starts as part of the onboarding process. Replacement of uniforms is done as needed due to wear and tear. Currently, new uniform shirts are purchased every 6 months, with purchasing and distribution facilitated by Public Works & Engineering administrative staff.

By using a uniform service, Public Works & Engineering field staff are uniformed and easily identified by citizens. The contract includes uniforms to be laundered, inspected, and repaired weekly which ensures that all field staff are representing the City in a professional and uniform way.

DEPARTMENT	AMOUNT
Water	\$ 22,200
Wastewater	\$ 7,400
Streets	\$ 22,200
Drainage	\$ 5,920
Traffic	\$ 5,920
Facilities	\$ 5,920
Fleet	\$ 1,480

RECOMMENDATION:

Approve a minute order authorizing an increase in spend with Cintas, through OMNIA Cooperative Pricing, under an existing contract term ending September 30, 2026, to provide uniform services to additional Public Works & Engineering employees, in the amount of \$71,040.00.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

REFERENCE

Current contract authorization signed by City Manager on April 7, 2023.

STAFF CONTACT:

Janalea Hembree
Public Works Operations Manager
jhembree@burlesontx.com
817-426-9299