

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: April 1, 2024

Topic:

Approve a Services Agreement with Aramark Uniform Services for uniforms for Public Works through a BuyBoard Contract (Contract No. 670-22) for a total contract amount of \$74,725.85 for a total of three years beginning June 1, 2024 and expiring May 31, 2027, authorize the expenditure of funds therefor, and authorize the City Manager to execute the agreement. This amount is included in the fiscal year 2023-2024 budget for the Public Works department.

Background:

Aramark Uniform Services is a uniform distributor that has the ability to provide consistent service to the Public Works department for uniforms. The services to be provided include uniforms for all employees including jeans, uniform shirts, and coveralls, as well as lockers for all employees and weekly laundry service and replacement as needed. Each employee will receive 11 pairs of jeans, 11 custom shirts with the City logo and their name, and two pairs of coveralls for those employees working on natural gas to enhance their safety. Included in the services agreement is a 5% annual increase that will be effective on the anniversary date of each year of service.

Based on the City’s adopted Procurement Policy, staff is requesting approval of a services agreement for Public Works uniforms through an existing BuyBoard Contract for a three-year term, expiring May 31, 2027. The chart below identifies the estimated contract amount annually that will be included in the departmental clothing budget.

Annual Contract Amounts		
Contract Year One June 1, 2024 – May 31, 2025	Contract Year Two June 1, 2025 – May 31, 2026	Contract Year Three June 1, 2026 – May 31, 2027
\$23,703.68	\$24,888.86*	\$26,133.31*

*Contracts totals are based off current Public Works employees can increase or decrease annually based on the number of total employees requiring uniform.

The proposed Services Agreement with Aramark Uniform Services will be for a total contract amount of \$74,725.85 over the three-year contract term, including the 5% annual increase.

Origination: Project Management

Recommendation:

Staff recommends approving the Services Agreement with Aramark Uniform Services to provide uniforms for the Public Works department for a total three-year contract amount of \$74,725.85

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: No:

If yes, specify Account Number: #100-152-6107,
#100-153-6107,
#100-154-6107,
#100-157-6107,
#600-613-6107,
#600-612-6107,
#600-613-6107,
#600-614-6107

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Meagan Mageo **Approved by:** _____
Staff Member Date City Manager Date