



## Cover Memorandum/Staff Report

---

**File #:** 25-1096

**Agenda Date:** 9/15/2025

**Item #:** 6.J.6.

---

**TO:** Mayor and Commissioners  
**FROM:** Ronald L Martin, Fire Chief  
**THROUGH:** Terrence R. Moore, ICMA-CM, City Manager  
**DATE:** September 15, 2025

APPROVAL OF RESOLUTION NO. 174-25 TO AUTHORIZE AN AGREEMENT WITH DESIGN LAB, INC. FOR THE PURCHASE OF UNIFORM APPARELS FOR DELRAY BEACH FIRE RESCUE.

**Recommended Action:**

Motion to approve Resolution No. 174-25, authorizing the City Manager to execute an agreement with Design Lab, Inc. for the purchase of Fire Rescue uniform apparel utilizing Brevard County Invitation to Bid (ITB) No. B-2-25-37. This cooperative purchasing agreement allows the City to procure uniforms at competitively bid pricing while ensuring consistency, quality, and efficiency in outfitting personnel.

**Background:**

The City of Delray Beach Fire Rescue requires a reliable vendor to supply high-quality uniform apparel to meet operational and professional standards. Pursuant to Section 25 of the City's Purchasing Policies and Procedures Manual, the City may "piggyback" onto competitively bid solicitations from other governmental entities when it is in the City's best interest.

Brevard County's ITB No. B-2-25-37 awarded a contract to Design Lab, Inc. for uniform apparel. By leveraging this cooperative purchasing vehicle, the City secures favorable pricing and terms without duplicating a lengthy bid process. The initial agreement term extends through April 7, 2030, with a one-year renewal option. The City retains termination rights at its discretion with written notice.

Uniforms are a critical component of Fire Rescue's professional image, operational readiness, and compliance with departmental standards. Partnering with Design Lab ensures timely delivery, consistent quality, and cost-effective procurement for the department's ongoing needs.

**City Attorney Review:**

Approved as to form and legal sufficiency. (See attached Legal Review Checklist)

**Funding Source/Financial Impact:**

Total Agreement Value: \$1,000,000.00  
Per Fiscal Year Value: \$600,000.00 (initial term)

Funding Source: 001-22-150-526.52-33, 001-22-000-5022.52-33, 001-22-170-522.52-33, 001-22-180-522.52-33, 001-22-160-525.52-33

**Timing of Request:**

This purchase should be made prior to the end of the current Fiscal Year. This is a high priority item.