



Cover Memorandum/Staff Report

File #: 25-955

Agenda Date: 8/12/2025

Item #: 6.P.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: August 12, 2025

APPROVAL FOR ADDITIONAL SPENDING ON P2019-036 WITH CINTAS CORPORATION NO. 2 FOR CITYWIDE FACILITIES MANAGEMENT PRODUCTS, RELATED SERVICES AND SOLUTIONS IN THE AMOUNT OF \$50,000.00 FOR A REVISED AGREEMENT TOTAL OF \$1,818,000.00

Recommended Action:

Motion to approve Additional Spending on P2019-036 with Cintas Corporation No. 2 for Citywide Facilities Management Products, Related Services and Solutions in the amount of \$50,000 (\$50,000 for the remainder of the current term) for a revised agreement total of \$1,818,000.00

Background:

On March 12, 2019, City Commission approved Resolution No. 112-18 with Cintas Corporation utilizing U.S. Communities Government Purchasing Alliance Solicitation No. R-BB-19002 (now OMNIA Partners) with Prince William County Public Schools for an initial five-year term with the option to renew for two (2) additional two-year periods. The initial term value was \$250,000, with each renewal term valued at \$250,000 for an agreement total of \$750,000.

On November 17, 2020, an additional spending increase of \$1,018,000 for fire alarm services conversions (\$750,000), replacement of two (2) fire suppression systems in the Police Department (\$200,000), and for retroactive unanticipated expenses (\$68,000) was approved by the City Commission.

Staff is requesting an additional spending increase of \$50,000 for the remainder of the current term (through October 31, 2025). This request is needed due to recent repairs and replacements of fire systems due to age. The Public Works Department, Parks & Recreation Department, and the Utilities Department all utilize this agreement and the requested increase considers spending for all of these departments.

The total revised cumulative agreement value is provided below.

Initial term	March 12, 2019 - October 31, 2023	\$1,200,000
Retroactive Approval	November 17, 2020	\$68,000

Renewal Term #1	November 1, 2023 - October 31, 2025	\$300,000 (\$250,000 + \$50,000 requested increase)
Final Renewal Term	November 1, 2025 - October 31, 2027	\$250,000
TOTAL		\$1,818,000

This motion is in accordance with the Code of Ordinances Chapter 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

Attachments

1. P2019-036_Renewal #1
2. P2019-036_Additional Spending Request #1
3. Agreement P2019-036
4. Omnia Contract No. R-BB-19002_Renewals
5. Omnia Contract No. R-BB-19002

City Attorney Review:

N/A

Funding Source/Financial Impact:

Funding will be available from Public Works' 001-41-350-519-46.20 (Building Maintenance) and multiple 34-90 (Other Contractual Services) accounts within Parks & Recreation and Utilities.

Timing of Request:

Timely approval is requested in ensure continued services.