



## Cover Memorandum/Staff Report

File #: 22-717

Agenda Date: 6/14/2022

Item #: 6.1.4.

**TO: Mayor and Commissioners**  
**FROM: L. Keith Tomey III, Fire Chief**  
**THROUGH: Terrence R. Moore, ICMA-CM**  
**DATE: June 14, 2022**

APPROVAL OF RESOLUTION NO. 92-22 TO AWARD A 3 YEAR AGREEMENT TO DESIGN LAB, INC, FOR SUPPLY, SIZING, AND CUSTOMIZATION OF WORK AND DRESS UNIFORMS FOR THE FIRE DEPARTMENT UTILIZING PASCO COUNTY SOLICITATION NO. SS-19-125 IN THE AMOUNT NOT TO EXCEED \$555,000.

**Recommended Action:**

Motion to approve Resolution No. 92-22 and to award a 3 year Agreement with Design Lab, Inc. for supply, sizing, and customization of work and dress uniforms for the Fire Department utilizing Pasco County Solicitation No. SS-19-125 in the amount not to exceed \$555,000.

**Background:**

Pasco County entered into a five-year agreement with Design Lab, Inc. to supply, sizing, and customization of work and dress uniforms for the Fire Department effective March 10, 2020, through March 9, 2025, pursuant to Solicitation No. SS-19-125. To ensure the Fire Department has continuous supply of uniforms and equipment, staff recommends entering into a piggyback Agreement with Design Lab, Inc. utilizing Pasco County Solicitation No. SS-19-125.

This Agreement will enable the City's Fire Department to purchase uniforms for their personnel at contracted prices. It also enables the department the ability to purchase uniform equipment, e.g., vests, patches, and footwear, at contracted prices.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below.

| Estimated Contract Value |                               |            |
|--------------------------|-------------------------------|------------|
| Initial 3 Year Term      | June 14, 2022 - March 9, 2025 | \$ 555,000 |
|                          | Total:                        | \$ 555,000 |

This motion is in accordance with Code of Ordinances Chapter 36 Commission Approval Required and Purchasing Policies and Procedures Manual, Accessing Contracts from other Government Agencies and Not-for-Profit Organizations.

**City Attorney Review:**

Approved as to legal form and legal sufficiency.

**Funding Source/ Financial Impact:**

001-22-000-522.52-33 - Operating Supplies Uniform / Linen Service (Administration)  
001-22-150-526.52-33 - Operating Supplies Uniform / Linen Service (Operations)  
001-22-160-525.52-33 - Operating Supplies Uniform / Linen Service (Emergency Mgt.)  
001-22-170-522.52-33 - Operating Supplies Uniform / Linen Service (FLS)  
001-22-180-522.52-33 - Operating Supplies Uniform / Linen Service (Ocean Rescue)  
001-22-190-522.52-33 - Operating Supplies Uniform / Linen Service (Highland Beach)

**Attachments:**

Legal Review Checklist  
Resolution No. 92-22  
Agreement