



Cover Memorandum/Staff Report

File #: 19-005

Agenda Date: 1/15/2019

Item #: 6.K.

TO: Mayor and Commissioners
FROM: Jennifer Alveraz, Purchasing Director
THROUGH: Mark R. Lauzier, City Manager
DATE: January 15, 2018

APPROVAL OF AMENDMENT NO. 1 WITH UNIFIRST CORPORATION FOR UNIFORM AND FLAT SUPPLIES RENTAL SERVICES TO EXTEND THE AGREEMENT THROUGH JANUARY 3, 2020 IN AN AMOUNT NOT TO EXCEED \$75,000

Recommended Action:

Motion to Approve Amendment No. 1 to the Agreement with Unifirst Corporation in an amount not-to-exceed \$75,000 for Uniform and Flat Supplies Rental Services.

Background:

On January 5, 2016, the City of Delray Beach (City) issued an Agreement with Unifirst Corporation for Uniform and Flat Supplies Rental Services (ITB No. 2016-028). The Agreement expired on January 5, 2019 however, Unifirst Corporation continued to provide services under the Agreement terms and conditions. The City and Unifirst Corporation have mutually agreed to exercise the first renewal option. Amendment 1 will renew the Agreement through January 5, 2020 in an amount not-to-exceed \$75,000. The agreement provides uniform rental and flat supply services for various City Departments:

Estimated Department Allocations	
Fire	\$8,300
Neighborhood & Community Services	\$2,200
Parks and Recreation	\$35,000
Police	\$2,500
Public Works	\$17,000
Purchasing	\$260

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures, Change Orders and Amendments; Contracts must be amended in the same manner in which they were executed.

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Previous Spending	
FY 16/17	\$64,752
FY 17/18	\$68,501

Fire
001-22-150-526-52.20
001-22-190-522-52.20
Neighborhood & Community Services
001-24-230-519-52.33
Parks and Recreation
001-39-000-539.52-33
001-72-738-572.52-33
119-72-730-572.52.33
001-72-732-572.52-33
001-72-734-572.52-33
001-72-735-572.52-33
001-72-736-572.52-33
Police
001-21-110-521.52-33
Public Works
001-41-343-541-52.33
001-41-350-519-52.33
501-43-000-549.52-33
441-36-258-536.52-33
441-36-283-536.52-33
441-36-283-536.52-33
441-36-256-536.52-33
441-36-257-536.52-33
441-36-259-536.52-33
441-36-250-536.52-33
Purchasing
001-19-000-513.52-33