



## Cover Memorandum/Staff Report

**File #:** 19-958

**Agenda Date:** 11/5/2019

**Item #:** 6.J.

**TO:** Mayor and Commissioners  
**FROM:** Sam Metott, Parks and Recreation Director  
**THROUGH:** Neal de Jesus, Interim City Manager  
**DATE:** November 5, 2019

APPROVAL OF AMENDMENT NO. 2 WITH UNIFIRST CORPORATION FOR UNIFORM AND FLAT SUPPLIES RENTAL SERVICES TO RENEW THE AGREEMENT FROM JANUARY 6, 2020 THROUGH JANUARY 5, 2021 IN AN AMOUNT NOT TO EXCEED \$96,135

**Recommended Action:**

Motion to Approve Amendment No. 2 to the Agreement with Unifirst Corporation to exercise the final one (1) year renewal option in an amount not-to-exceed \$96,135 for Uniform and Flat Supplies, contingent on appropriation of funds.

**Background:**

On January 5, 2016, the City of Delray Beach (City) entered into a three (3) year Agreement with Unifirst Corporation for Uniform and Flat Supplies Rental Services (ITB No. 2016-028) through January 5, 2019. The Agreement included provisions for two (2) one-year renewal terms. Amendment No. 1 exercised the first one-year renewal option through January 5, 2020.

Amendment No. 2 implements the final one-year renewal term extending the Agreement through January 5, 2021 in an not to exceed amount \$ 96,135. The Agreement provides uniform rental and flat supply services for various City Departments:

Estimated Department Allocations	
Fire	\$8270
Finance UTB	\$1105
Neighborhood & Community Services	\$2,400
Parks & Recreation	\$40,000
Police	\$2,500
Public Works Fleet	\$4,060
Public Works Building Maintenance	\$3,000
Utilities Admin	\$300
Utilities Maintenance	\$15,000
Utilities Water/Sewer	\$12,000
Utilities Lab	\$1,500

Utilities WTP	\$6,000
---------------	---------

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 17/18	\$68,501
FY 18/19	\$62,970

Fire
001-22-150-526.52-20
001-22-190-522.52-20
Finance UTB
441360505365233
Neighborhood & Community Services
001-24-230-519-52.33
Parks & 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
001-21-110-521.34-15

Public Works
501-43-000-549.52-33
001-41-350-519.52-33
Utilities
441-36-256-536.52.33
441-35-257-536.52.33
441-36-270-536.52-33
441-36-283-536.52-33
441-36-250-536.52-33
441-36-259-536.52-33
441-36-000-536.52-33