



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 22, 2018

Action Item for the City Council Meeting June 12, 2018

DATE: May 22, 2018

TO: Keith Selman, Interim City Manager

FROM: Dan Grimsbo, Executive Director of Utilities
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Uniform Rental for Utilities Department

CAPTION:

Motion authorizing a two-year service agreement for uniform rental for utilities department with Cintas Corporation from Corpus Christi, Texas via U.S. Communities cooperative for a total amount not to exceed \$130,027.64.

PURPOSE:

This service agreement will allow the utilities department to rent uniforms for current and temporary employees.

BACKGROUND AND FINDINGS:

This service agreement will include pants, shorts and long-sleeved shirts and jackets. The price includes per item: hemming of trousers and sewing of patches. There will be no freight or service charges. These services were procured through the U.S. Communities cooperative which provides the best pricing for the City for these needed uniforms.

ALTERNATIVES:

None.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Utilities

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$40,686.34	\$108,356.37	\$149,042.71
Encumbered / Expended Amount	\$12,187.46	\$0	\$12,187.46
This item	\$21,671.27	\$108,356.37	\$130,027.64
BALANCE	\$6,827.61	\$0	\$6,827.61

Fund(s): Water and Wastewater

Comments: The initial contract is for an amount not to exceed \$130,027.64 for two years, with an estimated expenditure of \$21,671.27 to be funded in FY2017-18.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Price List