



# City of Broken Arrow

## Request for Action

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**File #: 17-2137, Version: 1**

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**Broken Arrow City Council  
Meeting of: 05-2-2017**

**To: Mayor and City Council**  
**From: General Services Department**  
**Title: Approval of and authorization to execute an Amendment to Service Agreement (Renewal No. 1) with Clean Uniform for non-public safety employee uniform rental service**

**Background:**

The Logistics Division of the General Services Department requested and sought bids for uniform services to supply approximately 200 non-public safety employees with uniforms in 2016. This service includes floor mat service for all City buildings, dust mops for our custodial service, and shop rags for Fleet Maintenance.

Clean Uniform Company was the successful bidder. The bid provides for a one-year agreement term ending June 30, 2017 with the option to renew annually for up four additional years based on available funding. This is the first renewal period. For this renewal, Clean Uniform has submitted a 0.0% cost increase for rental fees. They have provided acceptable levels of service during this past agreement period and staff recommends renewing the agreement for an additional year.

Funds are budgeted by each Department for uniform rental services.

**Cost: Approximately \$6,700 (Monthly cost among various departments based on February 2017 quantities)**

**Prepared By: Lee Zirk, General Services Director**

**Reviewed By: Finance Department**  
**Parks Department**  
**Human Resources Department**  
**Development Services Department**  
**Engineering Department**  
**Utilities Department**  
**Street and Stormwater Department**

**Assistant City Manager - Operations**

**Assistant City Manager - Administration**

**Legal Department**

**Approved By: Michael L. Spurgeon, City Manager**

**Attachments: Amendment to Service Agreement**

**Service Agreement from 2016**

**Recommendation:**

To approve the Amendment to Service Agreement (Renewal No. 1) with Clean Uniform Company and authorize its execution.