

TOWN OF PALM BEACH

Information for Town Council Meeting on: September 13, 2018

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

FROM: H. Paul Brazil, P.E., Director of Public Works

RE: Authorization to Extend Contract for Uniform Rental and Cleaning Services
Resolution No. 166-2018

DATE: August 23, 2018

STAFF RECOMMENDATION

Town staff recommends that Town Council approve Resolution No. 166-2018 authorizing the fourth (4th) twelve-month extension of the uniform rental and cleaning services contract to Unifirst Corporation (Unifirst) in the amount of \$25,596.48 and establishing an overall budget of \$30,000 contingent upon approval of the FY2019 budget. The total value of this multi-year contract makes it necessary to request Town Council approval.

GENERAL INFORMATION

This uniform rental and cleaning services contract provides uniforms and weekly cleaning for all uniformed Public Works employees.

Unifirst was the lowest responsive, responsible bidder on the uniform rental and cleaning services contract, Bid No. 2014-22, on October 14, 2014. The contract provides for the option of four (4) twelve-month renewals with all original terms and conditions. This is the fourth (4th) renewal for these services.

FUNDING/FISCAL IMPACT

Sufficient funds are available in the proposed FY2019 Public Works Department budget to execute this contract.

PURCHASING REVIEW

This item has been reviewed by the Purchasing Division and approved as recommended.

TOWN ATTORNEY REVIEW

This resolution has been reviewed and approved by the Town Attorney for legal form and sufficiency.

Attachment

cc: Jay Boodheshwar, Deputy Town Manager
Jane Struder, Director of Finance
Eric B. Brown, P.E., Assistant Director of Public Works
Dean Mealy, Purchasing Manager
Jennifer Bell, Office Manager