



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Rick De Santiago, Public Works Manager

**Date:** July 23, 2024

**Subject:** Amendment No. 1 to the Agreement for Contractor Services with Prudential Overall Supply for Additional Employee Uniform, Shop Towels, and Logo Mat Services

### **Recommendation**

Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement with Prudential Overall Supply for additional employee uniforms, shop towels, and logo mat services and to increase compensation by an additional \$2,784.00 for a total not to exceed \$23,784.00 per Fiscal Year in such final form as approved by the City Attorney.

### **Background**

The City entered the original agreement on July 11, 2023, for \$21,000.00 per fiscal year to provide uniform rental services, shop towel services, and services for entry floor mats. Prudential Overall Supply has been providing high-quality uniform rental services, ensuring that our employees have clean and presentable uniforms and customized polos with embroidery. The shop towels provided by Prudential Overall Supply are used for various purposes, including cleaning machinery, wiping surfaces, and maintaining a safe and sanitary working environment. The entry floor mats help trap dirt, debris, and moisture, preventing them from being tracked inside and reducing the risk of slips and falls.

### **Discussion**

Amendment No. 1 is requested for additional compensation to cover the expenses associated with these services as our organization grows. The weekly average cost for these additional services, including the polos with embroidery, amounts to \$463.73. This figure considers the quality of the products and the customization required to meet our branding standards.

**Fiscal Impact**

Funds are available in the City's Fiscal Year 24/25 Annual Operating Budget.

**Attachments**

Attachment 1 - Amendment No. 1

Exhibit A - Invoice

Attachment 2 - Original Agreement