



Legislation Text

File #: 24-1412, **Version:** 2

Resolution to Amend the Contract to Provide for a Second Renewal and Approve Renewal 2 to the General Services Agreement with Tyndale Enterprises, Inc. for the Public Services Area Managed Clothing Uniform Program (Estimated \$100,000.00 for the Two-Year Renewal Period and a Total Contract Not-to-Exceed Amount of \$400,000.00)

On March 21, 2018, the Public Services Administration Area established a tiered Managed Clothing Program Policy for Public Services employees. The Managed Clothing Uniform Program allows Public Services employees to select and purchase a range of specified uniform attire depending on their job duties. Certain employees and types of apparel are included in the Managed Clothing Uniform Program due to the need for special attire such as flame resistant (FR) apparel based on their interaction with high voltage electrical infrastructure or their safety needs for high-visibility clothing when in the right-of-way or on a construction site for example.

On August 19, 2019 by Resolution R-19-383, City Council approved a three-year General Services Agreement with Tyndale Enterprises, Inc. for the Managed Clothing Uniform Program. This Agreement covers the uniforms for 195 employees in numerous Public Services Area units including Administration, Engineering, Public Works, Systems Planning, and Water Treatment. (Existing labor contracts with Wastewater Treatment employees exclude them from the managed clothing policy).

The Agreement's first term was September 1, 2019 through August 31, 2022. The Agreement was renewed, as permitted by its terms, for a single two-year renewal through August 31, 2024. The Agreement will expire on August 31, 2024. Renewal by this date is necessary for the uninterrupted purchase of uniforms, including FR clothing and safety related attire for Public Services Area staff.

Tyndale offers the widest selection of clothing in the FR industry, including its own line of made in the U.S. FR and clothing from other FR suppliers. Further, using Tyndale as a single uniform vendor for 5 units and 195 employees in Public Services has significantly reduced administrative costs and allowed ease of use for employees self determining sizing, order placing, and processing within prescribed parameters, including maximum dollars per employee depending on the job classification requirements. The Managed Clothing Uniform Program allows improved overall management across the Service Area through a single source of information, tracking purchases by employee, by clothing type and more.

For these reasons, Public Services Area staff seeks approval of the attached Renewal 2 of the General Services Agreement with Tyndale Enterprises, Inc. too add and exercise an additional two-year term to make continued purchases related to Managed Clothing Uniforms for approximately 195 Public Services Area employees in 5 units. The contract was originally for a three year-term with one two-year renewal, this action would add the ability to renew for an additional two years.

Budget/Fiscal Impact: The exact amount expended under the Agreement varies based on employee turnover, pricing differential for sizes, and other factors based on the utilization of the program. Staff estimate an expenditure of approximately \$100,000.00 for the two-year renewal period. Funds are

available in the FY25 Public Services Operations and Maintenance Budgets and will be available in subsequent years if so, approved by Council.

Submitted by: Venita Harrison, Public Services Office Manager

Reviewed by: Sue F. McCormick, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The Public Services Area established a Managed Clothing Uniform Policy in 2018 to ensure employees interacting with the public are dressed in a consistent and appropriate manner;

Whereas The City issued RFP#19-15 to find a vendor to administer and provide City employees with uniform and flame-resistant apparel;

Whereas, Tyndale Enterprises, Inc. has successfully managed the Public Services clothing program since entering a General Services Agreement on September 1, 2019, covering 195 Public Services Area employees in the Administration, Engineering, Public Works, Systems Planning, and Water Treatment Units;

Whereas, Adequate funding is available and approved in the FY25 Operations and Maintenance Budgets of the Units receiving the goods and services; and

Whereas, Funds will be budgeted in subsequent fiscal years for the remainder of the term for the Managed Clothing Uniform Program if so approved by Council;

RESOLVED, That City Council approve Renewal 2 of the General Services Agreement with Tyndale Enterprises, Inc. to provide a Managed Clothing Uniform Program for Public Services employees for a period of two years in the amount of \$100,000 with a total not-to-exceed contract amount of \$400,000.00;

RESOLVED, That Units be authorized to make purchases under the terms of the Agreement and its fixed pricing during the Agreement's term and any renewals, to the extent budgeted and in accordance with the Public Services Managed Clothing Policy;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute Renewal 2 after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution, including the execution of any authorized renewals and any changes or amendments that do not increase the Agreement's pricing schedule.