

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: September 23, 2022

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Approval of UniFirst Customer Service Agreement and Addendum

BACKGROUND:

On July 14, 2015, the Board approved a Customer Service Agreement for uniform rental services with UniFirst. The effective term commenced On October 19, 2015, when installation was complete, and expired on October 18, 2020. Two of the five one-year extensions were executed, with the current term expiring on October 18, 2022. No requested increases to pricing were presented by Unifirst during any of the terms of that agreement.

Staff has been satisfied with the service and uniforms provided by UniFirst, but would like to enter a new agreement to facilitate replacement of the bulk of uniforms in use, as well as to enable departments to change styles of uniforms. Each department has been working with UniFirst over the past few months to identify any desired changes.

The new agreement is based on an RFP competitively awarded by the Sourcewell cooperative group, to which the County belongs. The term of the new agreement is 60 months, with subsequent 60-month terms to be brought before the Board for approval approximately 120 days prior to the effective date.

Staff has negotiated modifications to the agreement that are memorialized in an addendum.

FUNDING

Funding will come from applicable department uniform accounts. Pricing for many uniform and supply items have increased, but others have remained the same, or decreased.

Dept.	Work Group	Current weekly cost	New weekly cost	% change in cost	New weekly cost with style changes	% change in cost
UTIL	Utilities Ops	\$345.30	\$481.37	39%	\$639.61	85%
UTIL	CRWWTF	\$24.27	\$29.40	21%		
UTIL	SRWWTF	\$19.92	\$24.00	20%		

Dept.	Work Group	Current weekly cost	New weekly cost	% change in cost	New weekly cost with style changes	% change in cost
UTIL	WRWWTF	\$19.17	\$25.40	32%		
UTIL	NCRO	\$37.70	\$47.05	25%		
UTIL	SCRO	\$30.41	\$37.20	22%		
Gen Svcs	NCAC	\$6.16	\$9.37	52%		
Gen Svcs	Sandridge	\$2.94	\$5.51	87%		
Gen Svcs	Parks	\$97.64	\$119.00	22%	\$126.98	30%
Emer Svcs	Fire	\$20.80	\$25.68	23%		
Pub Wks	Traffic Engineering	\$11.43	\$12.93	13%	\$9.41	-18%
Pub Wks	Traffic Ops	\$43.65	\$51.06	17%	\$61.43	41%
Pub Wks	Survey/Engineering	\$31.06	\$35.43	14%		
Pub Wks	Facilities	\$70.10	\$77.27	10%		
Pub Wks	Fleet	\$60.00	\$68.29	14%		
Pub Wks	Road & Bridge	\$186.53	\$229.16	23%		
Weekly totals		\$1,007.08	\$1,278.12	27%	\$1,469.19	46%

RECOMMENDATION

Staff recommends the Board of County Commissioners approve the Customer Service Agreement and Addendum, and authorize the Chairman to execute them after the County attorney has approved them for as to form and legal sufficiency.

ATTACHMENTS

- Customer Service Agreement
- Addendum to Customer Service Agreement