

# Mayor and Council Communication

**DATE:** 06/24/25

**M&C FILE NUMBER:** M&C 25-0634

**LOG NAME:** 36P AMEND ILA CSCO 59733 CITY OF AMARILLO

**SUBJECT**

(ALL) Authorize Execution of Second Amendment to an Agreement with Lighthouse Uniform, Inc. for Class A Uniforms to Increase the Annual Amount by \$400,000.00 for a New Annual Amount of \$500,000.00 for the Fire Department

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**RECOMMENDATION:**

It is recommended that City Council authorize Second Amendment to City Secretary Contract No. 59733 with Lighthouse Uniforms, Inc. for Class A uniforms to increase the annual amount by \$400,000.00 for a new annual of \$500,000.00 using an Interlocal Agreement for the Fire Department.

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**DISCUSSION:**

On July 7, 2023, the City entered into an agreement for an annual amount of \$100,000.00 through an Interlocal Agreement with Lighthouse Uniforms, Inc. for Class A uniforms using City of Amarillo, Texas, Invitation to Bid (ITB) #7025 (City Secretary Contract No.59733). This contract is used for the purchase of Class A uniforms required for civil service members of the Fire Department.

The transition of Emergency Medical Services and resulting increase in civil service staffing necessitates the increase in required funding for this contract. Staff requests that the City Council authorize an increase to the Agreement's spending authority by an additional \$400,000.00. The new total annual amount of the agreement will be up to \$500,000.00. This is a one-time increase in the contract amount to facilitate the needs of this transition. The annual maintenance level of this contract will be re-evaluated for subsequent renewals.

**FUNDING:** Upon adoption of the Fiscal Year 2025 operating budget for Emergency Medical Services, funding will be available in the Emergency Medical Services Fund for the Fire Department.

**AGREEMENT TERM:** The current agreement term is from date of execution to April 25, 2026, with no renewal options.

**ADMINISTRATIVE CHANGE ORDER:** An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

**COOPERATIVE PURCHASE:** State law provides that a local government purchasing an item under an Interlocal Purchasing Agreement satisfies state laws requiring that the local government seek competitive bids for the purchase of the item. ITB #7025 was published by City of Amarillo on March 5, 2021, and submissions were opened on April 15, 2021. Staff reviewed the pricing and determined it to be fair and reasonable.

**BUSINESS EQUITY:** A business equity goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

The Cooperative Agreement serves ALL COUNCIL DISTRICTS.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendation and adoption of the Fiscal Year 2025 Budget for Emergency Medical Services by the City Council, funds will be available in the current operating budget, as appropriated, in the Emergency Medical Services Fund. Prior to an expenditure being incurred, the Fire Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:** William Johnson

**Originating Business Unit Head:** Jim Davis 6801

**Additional Information Contact:**