

Mayor and Council Communication

DATE: 05/12/26

M&C FILE NUMBER: M&C 26-0385

LOG NAME: 13PAMEND CSC 63518 UNIFIRST CORP AR PD

SUBJECT

(ALL) Authorize Execution of an Amendment to a Contract with UniFirst Corporation for Supply and Rental of Professional Uniforms to Increase the Annual Amount by \$100,000.00 for a New Total Annual Amount Up to \$200,000.00 and Authorize Four One-Year Renewal Options in the Same Annual Amount for the Police and Transportation and Public Works Departments

RECOMMENDATION:

It is recommended that the City Council authorize execution of an amendment to City Secretary Contract No. 63518 with UniFirst Corporation for the supply and rental of professional uniforms to increase the annual amount by \$100,000.00 for a new total annual amount up to \$200,000.00 and authorize four one-year renewal options in the same amount for the Police and Transportation and Public Works Departments.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize an amendment to City Secretary Contract (CSC) No. 63518 with Unifirst Corporation to increase the annual amount by \$100,000.00.

On June 24, 2025, the Police Department executed CSC No. 63518, authorizing an annual amount up to \$100,000.00 using Sourcwell Cooperative Contract No. 011124 for the supply and rental of professional uniforms for their Auto Pound and Fleet division.

On April 14, 2026, the Police and Transportation and Public Works (TPW) Departments approached Purchasing requesting an amendment to increase the annual amount by \$100,000.00 for a new total amount up to \$200,000.00 for TPW. TPW will utilize this contract to purchase and rent professional uniforms for their Street and Stormwater Operations staff.

FUNDING: Funding is budgeted in the General Operating & Maintenance category within the General Fund and Stormwater Utility Fund for the Police and Transportation and Public Works Departments.

COOPERATIVE PURCHASE: State law provides that a local government purchasing an item under a Cooperative Purchasing Agreement satisfies state laws requiring that the local government seek competitive bids for the purchase of the items. Sourcwell contracts have been competitively bid to increase and simplify the purchasing power of government entities.

Sourcwell published Request for Proposal No. 011124 for uniforms with related products and services on November 16, 2023, November 17, 2023, and November 22, 2023. Contract No. 011124 was awarded to UniFirst Corporation on June 11, 2024.

AGREEMENT TERMS: The term of the agreement expires on March 25, 2027.

RENEWAL TERMS: The agreement may be renewed for four additional one-year terms. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

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.

SMALL BUSINESS: This COOP was issued before September 1, 2025, preceding the implementation of the Small Business Program. Therefore, a Small Business Waiver was not required.

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund and Stormwater Utility Fund to support the approval of the above recommendation and contract amendment. Prior to any expenditure being incurred, the Police and Transportation and Public Works Departments have the responsibility to validate the availability of funds.

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