

**Memorandum
Public Works Department**



To: City Manager
Subject: Uniform Contract
Date: November 3, 2015
Number: 2015- 213

The uniform lease agreement with Phelps Uniform Service Company will end on December 18th of this year. An option to extend the current agreement for an additional three (3) years is included in the current agreement. If the City agrees to the extension, Phelps has agreed there will be no escalation in cost. Phelps has provided quality service over the past three years with minimal problems. Staff believes that bidding a new agreement would not result in a better price. Uniform pricing agreement is based on the number of employees using the service and with the new AFSCME B agreement the City does not provide this service for these employees. This lowers the number using the service thus increasing the cost of the uniforms.

A summary of the cost information is attached. The annual cost will depend upon the number of employees participating in the service.

Recommendation

The Public Works Department recommends that the City Council extend the current uniform lease/maintenance agreement with Phelps Uniform Service Company for an additional three (3) years.

Submitted by: Randall D. Tweet, Public Works Director
Wm. Woeckener, Fleet Services Director

Approved by: Thomas Thomas, City Manager

UNIFORM BID TABS

	2012	2015
	Phelps Muscatine IA	Phelps Muscatine IA
Executive Wear (5 changes per week)		
Cotton Burgundy Polo Shirts	\$2.25	\$2.25
Cotton Navy Blue Polo Shirts	\$2.25	\$2.25
Cotton White Polo Shirts	\$2.25	\$2.25
Cotton Burgundy Button Down Shirts	\$2.40	\$2.40
Cotton Navy Blue Button Down Shirts	\$2.40	\$2.40
Plain & Pleated Casual Khaki Slacks	\$1.75	\$1.75
Khaki Cargo Shorts	\$1.75	\$1.75
Plain & Pleated Khaki Shorts	\$1.75	\$1.75
Sleeve Changes	\$0.00	\$0.00
Weekly cost	\$16.80	\$16.80
Work Uniforms (5 changes per week)		
	Phelps	Phelps
Cotton Light Blue Button Down Shirts	\$2.40	\$2.40
Cotton Dark Blue Button Down Shirts	\$2.40	\$2.40
Hi-Visibility Button Down Shirts	\$3.25	\$3.25
Jean Cut Dark Blue Slacks	\$2.20	\$2.20
Regular Cut Dark Blue Slacks	\$2.20	\$2.20
White Lab Coat (1 per week)	\$0.95	\$0.95
Dark Blue Coveralls (1 per week)	\$0.75	\$0.75
Dark Blue Jacket (1 per week)	\$0.50	\$0.50
Sleeve Changes	\$1.00	\$1.00
Weekly cost	\$15.65	\$15.65
Miscellaneous Rental (per item price)		
	Phelps	Phelps
Floor Mat 3x5	\$1.50	\$1.50
Floor Mat 3x10	\$2.99	\$2.99
Floor Mat 4x6	\$2.25	\$2.25
Dust Mop	\$0.70	\$0.70
White Lab Towels	\$0.11	\$0.11
Red Shop Towels	\$0.05	\$0.05
Rolled Towels (per roll)	\$1.85	\$1.85
Roll Towel Cabinet	\$0.50	\$0.50
Weekly cost	\$9.95	\$9.95
Total Cost Per Week for one of each items.	\$42.40	\$42.40