



Agenda Item:

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## **COUNCIL COMMUNICATION**

### **City Manager's Office**

#### **GENERAL INFORMATION**

Agenda Date: April 19, 2004

No.: 04-173

Agenda Item Type: Resolution

No.:

Communication

Roll Call

Submitted by: Phillip C. Vorlander, Chief of the Fire Department

#### **SUBJECT—**

Annual Contract for Fire Department Uniforms

#### **SYNOPSIS—**

The Fire Department is requesting authorization to purchase uniform clothing and other associated items from Carpenter Uniform Company (Robert Carpenter, President, 5801 Thornton Ave., Des Moines). Ten requests for bid were sent to prospective bidders, however Carpenter Uniform Company was the only responding vendor and their bid was compliant in every respect.

#### **FISCAL IMPACT—**

The total cost for these purchases is estimated at approximately \$60,000. Funding is available under Fund Code GE001, Organization FIR0540700, Account 532250.

#### **RECOMMENDATION—**

Approval.

**BACKGROUND—**

In February 2001, Carpenter Uniform Company was awarded a contract to provide uniform clothing to Fire Department personnel. The contract was renewed twice, as allowed by City purchasing guidelines. A new contract for clothing, alterations and sizing must now be awarded.

It is essential that the vendor either be located in or near Des Moines, or have a representative who visits the city frequently for purposes of servicing the contract. Clothing specifications were sent to various vendors both locally and nationally, however only Carpenter Uniform Company responded with a bid.