



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Deloris Wells, Corrections
Robert Rives, Facilities
Kandi Brooke, Medical Examiner
~~Amber Anderson, Recorder of Deeds~~
Beth Money, Sheriff's
Jessica Cogan, *Public Works Road & Bridge

FROM: John Konon, Buyer

DATE: May 22, 2025

RE: Fixed Price Contract: **OG 040920 Mat Rental Service** (expired 5/22/2025)
Term & Supply Contract: ***23-026 Uniform Rental Service** (expires 5/25/2025)

Both of the above contracts are with Clean + Unifirst and we will be combining both under Sourcewell contract no. 011124-UFC for Uniforms with Related Products and Services. *(The uniform rental services contract is used by Public Works Road & Bridge).

Please review the specifications and advise me of the following:

- ☒ A. Accept Contract. Department needs service.
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

Department: Detention Center Estimated annual usage: \$500.00

Fund Account No(s): 001-2701-56670

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.

Deloris Wells- Deputy Director



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Department: Facilities Estimated annual usage: \$ 25,000

Fund Account No(s): 001-1234, 1216, 1215, 1210, 1209, 1207, 1206, 1205,

1204; 004-1231 (spend categories for all: 56730 and 57370)
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Department: Medical Examiner's Office Estimated annual usage: \$ 5,000.

Fund Account No(s): 002-2001-56740

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Department: Sheriff's Office Estimated annual usage: \$ 2,500

Fund Account No(s): 001-4201-56670 General Fund - Sheriff - Rent Miscellaneous

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Department: 1506-Road & Bridge Estimated annual usage: \$ 20,000

Fund Account No(s): 56675 - Rent Uniforms

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