

**ADDENDUM TO SERVICE AGREEMENT
BETWEEN ALSCO, INC. AND THE CITY OF SAN LUIS, AZ**

GENERAL:

ALSCO Inc. (“ALSCO”) will furnish in a responsive manner to the City of San Luis, Arizona (“the City”) all labor, materials, equipment, supervision, and contract administration required to deliver to the City the following services: issue, cleaning, repair, and replacement of uniform articles and towels in accordance with the signed service agreement between ALSCO and the City and as detailed and priced in the August 17, 2021 ALSCO proposal to which this Addendum shall be a part.

REQUIRED SERVICES (DELIVERABLES);

1. Provision of Uniform Articles:

- a. City staff elements that will normally require uniform services include the Public Works Department (Fleet Services, Highway Users, Solid Waste, Wastewater, and Water Divisions), Parks and Recreation Department (including Parks, Recreation and Facilities Divisions), and Billings and Collections (including meter readers).
- b. The number and type of uniform articles to be provided to each departmental employee (including style, material type, color/pattern/markings, and quantities) will be mutually determined between supervisors of the indicated City staff elements and ALSCO. An initial issue of uniform articles will typically include 11 sets (11 shirts and 11 trousers), providing users with enough uniform articles to allow for approximately one half of their uniform articles to be laundered each week). Normally, each City staff element will choose a uniform scheme that is unique to their respective staff element. When mutually-agreed theme (e.g., shirt color/pattern/type) is no longer sustainable for a City staff element, ALSCO will coordinate with the applicable City staff element, and reach mutual agreement on, a suitable replacement uniform scheme (and replacement schedule).
- c. All initially-issued and replacement uniform articles will be in good/serviceable (like-new) condition and appearance and will be free of rips, stains, and excessive fading. Uniform shirts will have affixed both standard City patches (left breast area) and the name/organization of the City employee to whom the uniform articles will be issued (right breast area).
- d. New and replacement uniform articles will normally be provided by ALSCO within two-to-three weeks of request by the supervisor of the applicable City staff element and will be delivered directly to the applicable staff element. For any “special size” article (4XL or larger shirts and size 50 or larger pants), the

customer wait time may be up to eight weeks.

- e. Contractor pricing of initially-issued and replacement uniform articles will be in accordance with ALSCO's August 17, 2021 proposal, to which this Addendum is a part.)

2. Cleaning of Uniform Articles:

- a. ALSCO will provide for weekly pick-up, cleaning, and return of uniform articles, with approximately one-half of each employee's uniform articles requiring weekly laundry service. Uniform articles (and towels, where applicable) will normally be picked-up by ALSCO directly from each City staff element and returned to the same locations the following week.
- b. During cleaning, uniform articles and towels (if issued) will be thoroughly laundered and rinsed and be free of stains and odor.
- c. Prior to the return of uniform articles (and towels, where applicable), ALSCO will inspect the items for damages and make minor repairs (e.g., replace buttons or zippers or repair hems, as appropriate). At the time of return of cleaned uniforms/towels, each City staff element will similarly inspect the returned articles to confirm the condition/serviceability of the articles, and advise the ALSCO representative of any issues or concerns.
- d. ALSCO pricing will be in accordance with ALSCO's August 17, 2021 proposal, to which this Addendum is a part.

3. Repair and Replacement of Uniform Articles:

- a. As indicated above, all initially-issued and replacement uniform articles (as well as uniform articles returned from laundering) will be in good/serviceable (like-new) condition and appearance and will be free of rips, stains, and excessive fading.
- b. When either ALSCO or a City staff element determines that a uniform article (or towel) is no longer serviceable, a mutual assessment and agreement will be made regarding its repair or replacement, with either repair or replacement of any articles normally being completed by ALSCO within one week of the mutual assessment/agreement.
- c. Replacement of uniform articles (and towels, where applicable) will be in accordance with ALSCO "Uniform Shield" protection and implementation procedures.
- d. Pricing (if/as applicable) will be in accordance with ALSCO's August 17, 2021 proposal, of which this Addendum is a part.

Payment for ALSCO Services:

On a monthly basis, ALSCO will invoice the City for services provided during the prior month (with the invoice providing a separate break down of services/costs associated with each serviced City staff element and pricing being in accordance with ALSCO's August 17, 2021 proposal, of which this Addendum is a part. Each serviced City staff element shall certify/pay monthly invoices in a timely manner.

Contract Period:

The initial period of the agreement between ALSCO and the City of San Luis will be three years, with the option (at the City of San Luis' discretion) to extend the agreement for two additional years.

CUSTOMER'S ACKNOWLEDGMENT:

SUPPLIER'S ACKNOWLEDGMENT:

Name: City of San Luis, AZ

Name: ALSCO, Inc.

By: _____

By: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____