



**Northwest Fire District
Governing Board**
13535 North Marana Main Street
Marana, Arizona

SCHEDULED

MEMORANDUM NO. {{item.tracking_number}}

Date:	April 22, 2025
To:	Governing Board
From:	Raymond Thibault, Procurement & Contract Specialist
Division:	Business Services
Type of Action:	Formal Action/Motion
Strategic Plan Goals:	Demonstrate responsible and transparent stewardship of organizational resources
Agenda Item:	Approval to Utilize Cintas Corporation on an OMNIA Cooperative Contract for Facilities Related Services and Inspections Estimated to be an additional \$32,100

RECOMMENDATION:

Staff recommends approval to utilize Cintas Corporation on an OMNIA Cooperative Contract for facilities related services and inspections estimated to be an additional \$32,100.

MOTION:

Move to approve the utilization of Cintas Corporation on an OMNIA Cooperative Contract for facilities related services and inspections estimated to be an additional \$32,100.

DISCUSSION:

Cintas Corporation is on an OMNIA Cooperative Contract that can be utilized for fire panels, fire risers, and fire extinguisher services. The District joined the OMNIA Cooperative membership in August 2008. Individual cooperative contracts go through a competitive process with the hosting agency, but they are not approved by the Governing Board like District issued contracts.

On October 22, 2024, the Board approved services with Cintas on an OMNIA Cooperative Contract in the amount of \$80,200. The fire alarm control panels and fire sprinkler riser inspections are contracted through Cintas Corporation with a fixed, predictable cost. Associated repairs identified during inspections and device failures are not predictable, fixed costs. Due to repairs identified through inspections and unexpected device failures, an additional \$32,100 is requested.

Cintas Corporation anticipated expenditures are included in the FY24/25 Adopted Budget. Due to the cumulative spend of one (1) vendor exceeding \$50,000, the District is seeking Board approval.

ALTERNATIVES:

None recommended.

Fiscal Impact

FISCAL YEAR: 24/25

BUDGETED Y/N: Yes

AMOUNT REQUESTED: \$32,100

FISCAL IMPACT: The additional amount will be funded by a budget transfer in the Facilities Services Division from the Preventive Maintenance expense account to the Fire Sprinkler Inspection and Maintenance expense account.

Attachments

Cintas FY24-25 Detail April 22, 2025