



Agenda Report

March 15, 2021

TO: Honorable Mayor and City Council
FROM: Pasadena Police Department
SUBJECT: AUTHORIZATION TO ENTER INTO A PURCHASE ORDER CONTRACT WITH GALLS, LLC, FOR UNIFORMS AND EQUIPMENT FOR THE POLICE DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. a) Accept the bid dated February 9, 2021, submitted by Galls, LLC in response to the Notice Inviting Bids for Police Uniforms and Equipment for \$170,780 per year; b) Reject all other bids received; c) Authorize the issuance of a purchase order contract to Galls, LLC in an amount not to exceed \$1,024,675 for a period of 4 years and two one-year extensions subject to the approval of the City Manager, subject to Consumer Price Index adjustments.

BACKGROUND:

The Pasadena Police Department has approximately 350 sworn and civilian employees. All sworn personnel are required to possess and wear a police uniform during specific assignments throughout the year. Not every civilian employee is required to wear a daily uniform; however, most civilian assignments do require a uniform. This results in many orders for new uniforms being processed each year.

On March 31, 2021, the existing contract for uniforms and equipment with Uniform Warehouse will expire. A Notice Inviting Bids was posted on the City's website (Planet Bids) on January 14, 2021. Following advertising, the following bids were received and are as follows:

<u>BIDDER</u>	<u>AMOUNT</u>
Galls, LLC (Los Angeles, CA)	\$170,779.12
Uniform Warehouse, Inc. (Chatsworth, CA)	\$222,774.45

It is recommended that Galls, LLC be awarded a purchase order contract, as they are the lowest responsive and responsible bidder. The proposed purchase order contract is in compliance with the Competitive Bidding and Purchasing Ordinance P.M.C.4.08 and the rules and regulations promulgated thereunder.

Galls, LLC has done business with the City previously. There are no uniform companies in Pasadena that participated in the bid due to none of them supplying Law Enforcement uniforms or equipment.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the City Council's Strategic Plan Goals to maintain fiscal responsibility and ensure public safety.

ENVIRONMENTAL ANALYSIS:

The proposed action is the purchase of uniforms and equipment to allow for ongoing supplies to our Sworn and Civilian employees of the Pasadena Police Department.

This action has been determined to be exempt from the CEQA process pursuant to State CEQA Guidelines Section 15061(b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question, such as purchasing equipment to allow for ongoing maintenance and operation activities, may have a significant effect on the environment, the activity is not subject to CEQA. This action does not have the potential for causing a significant effect on the environment and is therefore exempt from CEQA per Section 15061(b)(3) (General Rule).

FISCAL IMPACT:

The cost of this action will be \$1,024.675 over the six years. Funding for this action will be addressed by utilizing existing funds in the Pasadena Police Department's Uniform & Equipment account 10133005-810300.

Respectfully submitted,



JOHN E. PEREZ
Chief of Police
Pasadena Police Department

Prepared by:



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Approved by:



STEVE MERMELL
City Manager