

# Agenda Report

June 5, 2023

**TO:** Honorable Mayor and City Council

**FROM:** Fire Department

**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH GALLS, LLC TO PROVIDE FIRE PERSONNEL UNIFORMS AS REQUIRED FOR AN AMOUNT NOT TO EXCEED \$625,000**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed actions herein are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (General Rule); and
2. Accept the bid dated April 13, 2023 submitted by Galls, LLC in response to a Bid Invitation to provide fire personnel uniforms, and authorize the City Manager to enter into a five-year contract for an amount not-to-exceed \$625,000.

**BACKGROUND:**

Historically, the Fire Department has partnered with multiple vendors to meet uniform needs for all staff members within the organization. The partnerships have been based on specific uniform requirements for each division, as well as competitive pricing, customer service, and accessibility of the vendors. Personnel uniforms are required across, Fire Operations, the Fire Prevention Bureau, the Paramedic Intern Program, the Emergency Medical Services (EMS) Reserve program, the EMS Explorers program, the EMS Bike Team, and for all new hires. Based upon the total annual expenditures made by the Fire Department for all uniform needs, the Department would like to initiate a multi-year contract.

On March 30, 2023, the City published a Notice Inviting Bids to provide fire personnel uniforms as required by the Fire Department. The bid was posted on the City's online bidding site and notices were advertised in the Pasadena Journal and the Pasadena Weekly in accordance with City Charter and Municipal Code provisions. A total of 226 vendors were notified, of which 19 prospective vendors downloaded the bid. None of

the prospective bidders were local to Pasadena. To evaluate pricing, staff requested for vendors to bid on estimated quantities of 46 of the most commonly ordered uniform products and services purchased by the Department. Two bids were received and publicly opened on April 13, 2023. One of the bids was deemed non-responsive as the bidder could not provide all the items listed in the bid specifications.

Of the responsive bids received, the bid results are as follows:

<b><u>Bidders</u></b>	<b><u>Total Weighted Bid Price</u></b>
Galls, LLC, Lexington, KY	\$543,977.70

The bid was evaluated by Fire Department staff and Galls, LLC was found to be a responsive and responsible bidder and is able to provide all specified goods and meet all indicated requirements. While only one responsive bid was received, staff has determined the bid amount to be reasonable and recommends proceeding with Galls as the selected vendor for the contract. The proposed contract fully complies with the Competitive Bidding and Living Wage Ordinances.

Based on actual expenditures from prior years for uniform related purchases, staff estimates the need for contract authorization of \$625,000 over five years.

**COUNCIL POLICY CONSIDERATION:**

The proposed contract furthers the City Council's strategic planning goals to ensure public safety.

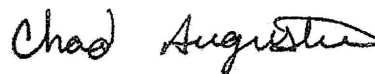
**ENVIRONMENTAL ANALYSIS:**

This project is exempt from CEQA review 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. The action proposed herein, the purchase of fire personnel uniforms, will not have a potentially significant environmental effect.

**FISCAL IMPACT:**

The total cost of this action will be \$625,000 over five years. Funding will be addressed by the utilization of existing and future budgeted appropriations in the Fire Department's General Fund operating budget account for Fire Personal Protective Equipment (10131011-810300) and Fire and Rescue Services (10131015-810900). There are no anticipated impacts to other operational programs or capital projects as a result of this action.

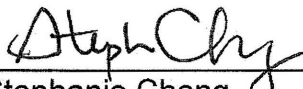
Respectfully submitted,



---

CHAD AUGUSTIN  
Fire Chief

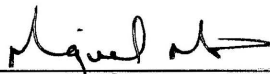
Prepared by:



---

Stephanie Chang  
Management Analyst V  
Fire Department

Approved by:



---

MIGUEL MÁRQUEZ  
City Manager