

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
2	09/11/17	Open	Action	09/05/17

Subject: Approving the Fifth Amendment to the Contract for Purchase of Employee Uniforms with Galls, LLC and to Delegating Authority to the General Manager/CEO to Award a Contract for Purchase of Employee Uniforms

ISSUE

Whether or not to: (1) Approve the Fifth Amendment to the Contract for Purchase of Employee Uniforms with Galls, LLC; and (2) Delegate Authority to the General Manager/CEO to Award a Contract for Purchase of Employee Uniforms.

RECOMMENDED ACTION

- A. Adopt Resolution No. 17-09-____, Approving the Fifth Amendment to the Contract for Purchase of Employee Uniforms with Galls, LLC; and
- B. Adopt Resolution No. 17-09-____, Delegating Authority to the General Manager/CEO to Award a Contract for Purchase of Employee Uniforms.

FISCAL IMPACT

Fifth Amendment - No additional funding is needed for the Fifth Amendment.

New Contract for Purchase of Employee Uniforms

Budgeted:	Yes	This FY:	\$	50,000
Budget Source:	Operating	Next FY:	\$	100,000
Funding Source:	Local	Annualized:	\$	100,000
Cost Cntr/GL Acct(s) or	GL 630013	Total Amount:	\$	500,000
Capital Project #:	CC (see below)			

Employee Uniforms		
Transportation	32.630013	\$ 357,245.00
Light Rail	35.630013	\$ 97,355.00
Police Services	36.630013	\$ 15,320.01
Community Bus Services	77.630013	\$ 25,235.00
Procurement	88.630013	\$ 4,845.00
Total Operating:		\$ 500,000 (estimated 5-year total, excluding sales tax)

Approved:

Presented:

Final 09/06/17

General Manager/CEO

Director, Transportation

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September

11,

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DISCUSSION

SacRT provides employee uniforms to Bus, Light Rail and Community Bus Operators as well as Transit Agents, Transit Officers, Transportation Supervisors and Procurement Clerks. These uniforms allow the public to easily recognize SacRT employees and standardizes the appearance and professionalism projected by these employees.

In May 2012, a 3-year term Contract for Purchase of Employee Uniforms was awarded to Sacramento Uniforms. In June 2015, the First Amendment to the Contract added uniform items and exercised Option Year 4 of the Principal Contract. The Second Amendment exercised Option Year 5, and assigned the Contract to Sacramento Uniform’s new owner Galls, LLC. The Third Amendment approved changes to the Technical Specifications due to a discontinued shirt style. The Fourth Amendment, approved by the Board in May, extended the current term through September 30, 2017 due to delays in the procurement for a new uniform vendor and added \$51,563.00 to the contract Total Consideration. The Issue Paper for the Fourth Amendment identified several of the benefits of continuing the existing contract, but there was no explicit finding or statement that it would be impracticable to solicit other vendors for this service.

This Fifth Amendment seeks to extend the current contract through December 31, 2017. Unfortunately, the new Request for Proposals (RFP) for the Purchase of Employee Uniforms was not released until July 2017 and Procurement staff needs additional time to get a new contract in place.

SacRT employees are issued vouchers to purchase uniforms and accessories. The amount of usage in any given month can vary significantly. Staff believes the Fourth Amendment to the Contract added sufficient funds to the Total Consideration; therefore, no additional funding is requested at this time.

Under Public Utilities Code Section 102222, when SacRT procures supplies in an amount greater than \$3,000 and less than \$100,000, it must “to the extent practicable” obtain a minimum of three quotations, either written or oral, which permit prices and other terms to be compared. The addition of time and money to an existing supply contract constitutes a procurement for purposes of Section 102222. While the Fifth Amendment does not add funds, because no finding of impracticability was made at the time SacRT entered into the Fourth Amendment, which did add funding, Staff is requesting that the Board make a finding of impracticability at this time.

Staff also requests that the Board delegate authority to the General Manager/CEO to award and execute a Contract for Purchase of Employee Uniforms for the following reasons. Bids for a new contract are due on September 21, 2017. Evaluation and negotiations may take 6 weeks or longer to finalize. The selection of a successful firm might not be completed until early to mid-November 2017. Also there is no guarantee that there won’t be a protest that would extend the period before award can be made. Potential delays could impact the ability for staff to take a recommendation for award to the SacRT Board prior to December 31, 2017, and for these

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reasons staff is recommending the Board delegate authority to the General Manager/CEO to award and execute a Contract.

Staff recommends the Board approve the Fifth Amendment to the Contract for the Purchase of Employee Uniforms, to extend the term from September 30, 2017 through December 31, 2017, and delegate authority to the General Manager/CEO to award a contract for purchase of employee uniforms.

RESOLUTION NO. 17-09-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

September 11, 2017

**APPROVING THE FIFTH AMENDMENT TO THE CONTRACT FOR PURCHASE OF
EMPLOYEE UNIFORMS WITH GALLS, LLC**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, SacRT has a short-term need to continue uniform acquisitions while conducting a new solicitation for a long-term Contract for Purchase of Employee Uniforms, which is currently pending.

THAT, to accommodate that need, a Fourth Amendment to the existing Contract for Purchase of Employee Uniforms with Galls LLC was executed on June 6, 2017, to extend the contract termination date from July 10, 2017 to September 30, 2017 and add \$51,530.00 to the Total Consideration.

THAT, the Board hereby finds that it was impracticable to seek quotations for the short-term contract extension approved by the Fourth Amendment and that it continues to be impracticable to seek quotations for a new term extension until December 31, 2017.

THAT, the Fifth Amendment to the Contract between Sacramento Regional Transit District, therein referred to as "RT," and Galls, LLC, therein referred to as "Contractor," whereby the Contract term is extended from September 30, 2017, through December 31, 2017, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Fifth Amendment.

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 17-09-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

September 11, 2017

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD A
CONTRACT FOR PURCHASE OF EMPLOYEE UNIFORMS**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board hereby delegates authority to the General Manager/CEO to award and execute a Contract for Purchase of Employee Uniforms for a 3-year term, with 2, 1 year options, in accordance with the terms set out in the July 2017 Request for Proposals Contract for Purchase of Employee Uniforms for an amount not to exceed \$500,000..

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary