

Council Meeting
July 18, 2006

Honorable Mayor and Members
of the Torrance City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Recommendation for Council authorization of a purchase agreement not to exceed \$30,000 to Gall's/Long Beach Uniform for the Police Department's annual requirement of uniforms and equipment

Expenditure: Not to exceed \$30,000

RECOMMENDATION

The Chief of Police recommends that the City Council authorize a purchase agreement to Gall's/Long Beach Uniform of Long Beach, CA, in an amount not to exceed \$30,000, for the purchase of the Department's annual requirement of police uniforms and equipment on an as-needed basis. The purchase order will be for a 12-month term, beginning July 1, 2006 and ending June 30, 2007, to coincide with the fiscal year.

Funding

Funding is available in the Police Department operational budget (Program Services Uniform Account).

BACKGROUND

The Police Department provides its employees with the necessary safety equipment and uniforms to perform their duties. Traditionally, the Department has done this through numerous purchase orders issued to vendors for the needed equipment or uniforms. Vendors are required to demonstrate that they stock the requisite products and are in a reasonable proximity to the Department. Gall's/Long Beach Uniform is currently the only vendor qualified to meet the annual requirement for police uniforms and equipment.

ANALYSIS

In the past, the Police Department issued uniform vouchers to individual officers who then visited the vendor's store to place their orders and be fitted for their uniforms. This created additional work for Department staff, for whom it was not feasible to accompany every officer to oversee the fitting. In-store orders resulted in ongoing problems with product selection, fit, delivery delays, and vendor pricing errors. There was a need to streamline the process to ensure that staff could directly oversee the process and coordinate ordering and timely delivery.

Effective in July 2006, a sales representative from Gall's/Long Beach Uniform will conduct fittings and take orders at the Police facility. This will ensure that officers receive consistently good customer service and allow Department staff to oversee the proper selection and fit for each officer.

Torrance Municipal Code 22.3.19 b) creates a purchasing exception for sole-source purchases:

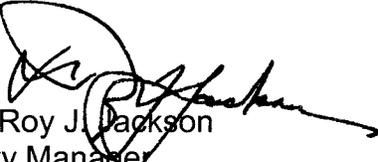
'For purposes of this Section, "sole-source purchases" means those purchases where it would be undesirable or impossible for the City to advertise for bids for particular work or for patented items, or experimental or unique services or products, or where competitive purchases would be unavailable or would not prove advantageous for the City. No sole-source purchases may be made where to do so would show favoritism, improvidence, extravagance, fraud or corruption, or result in the waste of public funds, but may be used only to obtain the best economic result for the public.'

Pursuant to this Section, the Police Department would like to continue to purchase officer uniforms and accessories from Gall's/Long Beach Uniform.

Respectfully submitted,


James D. Herren
Chief of Police

CONCUR:


LeRoy J. Jackson
City Manager