



CITY OF POMONA COUNCIL REPORT

October 15, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Mike Olivieri, Chief of Police

Subject: **Approve Keystone, Pristine and LA Police Gear as Sole Source Vendors for the Purchase of Police Uniforms, Equipment and Related Services for the Remainder of Fiscal Year 2018-19 and Four (4) Additional Years, Limiting Annual Expenditures to Approved Fiscal Year Budget Appropriations.**

OVERVIEW

Recommendations - That the City Council approve Keystone, Pristine and LA Police Gear as sole source vendors for the purchase of police uniforms, equipment and related services for the remainder of Fiscal Year 2018-19 and four (4) additional years, limiting annual expenditures to approved fiscal year budget appropriations.

Fiscal Impact – There is no additional fiscal impact with this action. Annual expenditures shall be funded in accordance with the Police Department's adopted fiscal year budgets for Uniform Related Expenses (101-2003-52675-00000). Annual expenditures average approximately \$55,000 per year.

Previous Council Action – The City Council approved Keystone Uniforms as a sole source vendor for uniforms, equipment and supplies on May 7, 2018.

EXECUTIVE SUMMARY

Action on this item will approve Keystone, Pristine and LA Police Gear as sole source vendors for the remainder of Fiscal Year 2018-19 and four additional (4) years. The three (3) vendors will supply uniforms and related equipment and services for the Police Department's new recruits, sworn and professional staff. Expenditures shall not exceed approved annual budget appropriations.

DISCUSSION

In order to meet the Police Department's hiring needs, three training academies are primarily

used for training new recruits. Utilizing multiple training academies act as a recruitment tool that strengthens the Police Department's opportunity to recruit viable candidates and expedite the hiring process. The three academies currently utilized are:

- Rio Hondo Training Academy located in Santa Fe Springs;
- San Bernardino County Sheriff's Training Academy located in San Bernardino; and,
- Riverside County Sheriff/Ben Clark Training Center located in Riverside.

These academies have been historically utilized due to their geographic location to the City of Pomona and their enrollment availability. After Police Department staff identifies which academy will be used, each recruit is required to be outfitted with the uniform that specific academy requires. Vendors cater to training academies that are near them; therefore, will stock 100% of the required items, which results in shortened lead-times. Not all vendors will stock uniforms for academies that are not in close proximity, resulting in and avoids backorders, delayed fittings and missed start dates. The typical time needed for new recruit uniforms to be ordered, fitted and picked up by staff is approximately two weeks. In order to meet academy start dates, it's critical that uniform vendors are located within short travel distances to Pomona, and are able to complete orders in less than two weeks.

Due to the specific uniform constraints for each academy, available vendors that can actually supply the specific uniforms is significantly limited. Through the years of procuring Police uniforms, staff has encountered multiple challenges with finding vendors that can meet uniform needs. Currently, the following three vendors have been able to meet the supply demand, expedited delivery challenges and geographical requirements:

- Keystone, Covina, CA., 9 miles from the Pomona Police Department, stocks Rio Hondo academy uniforms;
- LA Police Gear, Ontario, CA., 14 miles from the Police Department, stocks Riverside County academy uniforms; and
- Pristine, Rancho Cucamonga, CA., 16 miles from the Police Department, stocks San Bernardino County academy uniforms.

In addition to new recruit uniform needs, current on duty staff require new and replacement uniforms throughout the year. With all three vendors located within a 16 mile distance, it is an important time saving factor for on duty personnel. Staff must be able to travel a short distance from the main Police facility to the vendor for fittings and pickups. The next closest full service vendor is located twenty eight (28) miles away, which is a costly impact of staff resources. All three vendors are able to supply and stock 100% of the mandatory uniforms, provide onsite alterations, heat press and embroidery services for Officers, professional staff, SWAT, academy recruits, Jailers and volunteers.

Due to all three vendors located within a reasonable distance to the Pomona Police Department, and stocks 100% of the required uniforms, equipment and related services, they are considered the most practical full service vendors available for the required uniforms, equipment and related services.

The following chart is a good faith review of the current market:

Approve Three (3) Vendors to Supply Uniforms, Equipment and Related Services a Sole Source for Remainder of FY 2018-19 and Four Additional Years

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Vendor	Address	Review	Distance
Keystone Uniforms	125 N. Citrus Ave. Covina, CA	Stocks all mandatory uniforms for sworn/professional staff including alterations, embroidery and heat press; stocks Rio Hondo Academy new recruit uniforms.	9 miles
LA Police Gear	4440 Ontario Mills Pkwy Ontario, CA	Stocks all mandatory uniforms for sworn/professional staff including alterations; stocks new recruit Riverside Academy uniforms.	14 miles
Pristine Uniforms	11996 Jack Benny Drive Rancho Cucamonga, CA	Stocks all mandatory uniforms for sworn/professional staff including alterations and embroidery; stocks new recruit San Bernardino Academy.	16 miles
Galls Uniforms	1865 Iowa Ave. Riverside, CA	Stocks some of the mandatory uniforms for new recruits/sworn/professional staff. Distance is a factor.	28 miles

Pomona City Code §2-970(1)(c)3 states “*Exceptions.* An award of purchase may be made without competitive bidding after conducting a good faith review of all available alternatives and sources which result in a finding that there is only one practical source available for the required supplies, services or equipment and that there is no other practical option or alternative available (sole source).... Additional products or services are required to complete a budgeted project, and compatibility or uniformity with existing product or service is a requirement.” Due to the limitations and constraints stated herein, and the results of a good faith review of the current market conducted by Police and Purchasing staff, it is recommended that Council approve Keystone, Pristine and LA Police Gear as sole sources vendors for the purchase of police uniforms, equipment and related services. Unit prices will be negotiated with each vendor to in order to ensure the lowest possible pricescosts. Staff will continue to test the market for available uniform sources that are able to meet the Department’s requirements.

Prepared by: Richelle Baptista