



City Council Memorandum

City of Riverside & Information

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: AUGUST 5, 2025**

FROM: FIRE DEPARTMENT **WARDS: ALL**

SUBJECT: FOURTH AMENDMENT WITH GALLS, LLC, OF LEXINGTON, KENTUCKY TO INCREASE THE ANNUAL AMOUNT BY \$27,354.84 FOR A NEW ANNUAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$124,999 AND A REVISED TOTAL CONTRACT AMOUNT NOT TO EXCEED \$511,278 FOR THE PURCHASE OF FIRE DEPARTMENT STATION UNIFORMS AND ACCESSORIES

ISSUE:

Approve the Fourth Amendment with Galls, LLC, of Lexington, Kentucky for the purchase of Fire Department station uniforms and accessories in the amount \$27,354.84 for a new annual total not-to-exceed amount of \$124,999 and a revised total contract amount not to exceed \$511,278.

RECOMMENDATIONS:

That the City Council:

1. Approve the Fourth Amendment to the Services Agreement for the Fire Department uniforms and accessories with Galls, LLC, of Lexington, Kentucky, increasing the annual contract by \$27,354.84 for a new annual total not to exceed amount of \$124,999 and a revised total contract amount not to exceed \$511,278; and
2. Authorize the City Manager, or his designee, to execute the Fourth Amendment, including making minor and non-substantive changes.

BACKGROUND:

On March 17, 2021, the City issued Bid No. 7827 soliciting vendors to provide firefighter personnel station uniforms and accessories meeting current Fire Department specifications. The Bid closed on March 31, 2021, which received bids for uniforms and accessories from five (5) vendors. After thorough evaluation of the submitted bids, the Purchasing Division and Fire Department determined that Galls, LLC met the needs of the Fire Department.

On July 20, 2021, the City Council awarded Bid 7827 to Galls, LLC for the purchase of Fire Department uniforms and accessories in the amount of \$80,000 for Fiscal Year 2021/22, and to execute four optional one-year extensions in the amount of \$80,000 for a total amount of \$400,000 for a five-year period through June 30, 2026.

On August 2, 2021, City and Contractor entered into a Service Agreement for Riverside Fire Department Station Uniforms and Accessories – RFP No. 7827. For a term of one year with compensation of \$80,000.

On November 1, 2022, the first amendment was executed extending the term for one year to August 2, 2023, and increased compensation to \$88,000 utilizing 10% of the change order authority bringing the contract total to \$432,000.

On February 1, 2024, the second amendment was executed extending the term for an additional one year term to begin August 2, 2023, and end August 2, 2024, and increase the annual not to exceed amount to \$93,280, for a new contract total of \$447,840.

On November 12, 2024, the third amendment was executed to extend the Agreement for an additional one-year term to begin August 2, 2024, and end August 2, 2025, and increase the annual not-to-exceed amount to \$97,644.16, for a new contract total of \$456,568.32.

DISCUSSION:

On May 14, 2025, the Fire Department requested a Fourth Amendment to the Services Agreement for Fire Department station uniforms and accessories, increasing the annual agreement to \$124,999. There is one additional one-year Amendment remaining, which will increase the original five-year period amount by \$45,000 for a total of \$511,278.

Per its Memorandum of Understanding (MOU) Agreement, the Fire Department is required to provide uniforms for its sworn personnel. It is important that fire personnel wear performance-ready station uniforms when an emergency call comes in. The clothing is required to be comfortable enough to wear around the station, while being durable enough to respond to emergency calls without requiring a base layer clothing change, firefighters will remain comfortable and prepared to go into the field.

Purchasing Resolution 24101 Section 1104 states that "Change Orders. Modifications to a Purchase Order shall be made only by Change Order. Subject to the availability of funds, Change Orders may be utilized for purposes of ... (3) modifying scope of work/services being provided, where the modification is reasonably related to the original scope of work/services ... Unless otherwise specifically authorized by the Awarding Entity, Change Orders which cumulatively exceed the following will require Awarding Entity approval ... c) 10% of the original contract price for Contracts and/or Purchase Orders previously approved by the Awarding Entity and the total Change Order amount will not exceed \$150,000.

The Purchasing Manager concurs that the recommended action complies with Purchasing Resolution No. 24101, Section 1104 (3) (c).

FISCAL IMPACT:

The total fiscal impact of this action is an increase to the agreement of \$27,354.84 increasing the total annual amount to \$124,999. Sufficient funds for FY25/26 are available in the General Fund, Fire Operations, Clothing/Linen/Safety Supplies account 3510000-426200.

Prepared by:	Angie King, Administrative Services Manager
Approved by:	Steve McKinster, Fire Chief
Certified as to	
availability of funds:	Kristie Thomas, Finance Director/ Assistant Chief Financial Officer
Approved by:	Mike Futrell, City Manager

Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney
Attachment: Fourth Amendment