



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 \$168,000.

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 \$261,280.

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 \$358,924.16.

On August 07, 2025, the Fourth Amendment was executed to increase the compensation to the Agreement for an annual not-to-exceed amount to \$124,999 for a new contract total of \$483,923.16.

## **DISCUSSION:**

On January 6, 2026, the Fire Department requested a final Fifth Amendment to the Services Agreement for Fire Department uniforms and accessories. This amendment extends the contract through August 2, 2026, and increases the annual compensation to \$180,000, bringing the total five-year contract value to \$663,923.16. The total contract increase over the five-year period is \$263,923.16. This final one-year amendment will close out the current contract. Upon completion of this contract, the Fire Department will initiate a new Request for Proposal (RFP) to procure uniform and accessory services going forward.

Galls, the current vendor, notified the Department of a blended 4% cost increase due to tariff impacts, logistics challenges, and increased supplier costs during 2025/2026. The Fire Department will develop a new agreement for uniforms and accessories later this year.

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 the 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 of \$180,000 to the agreement, resulting in a revised total contract amount not to exceed \$663,923.16 for the five-year term. Sufficient funds for Fiscal Year 2025/26 are budgeted and available in the General Fund, Fire Operations, Clothing/Linen/Safety Supplies account 3510000-426200.

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