



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Request to Dispense with Competitive Bidding and Authorize a Purchase Order for up to Three Years for Eligible Employees as Defined by Their Respective MOUs.

1. Resolution to Dispense With Competitive Bidding for Safety Footwear and Authorize the Execution of a Purchase Order for up to Three Years, renewable by year, to the Red Wing Shoe Company for a not-to-exceed amount of \$341,675.

COUNCIL ACTION

Item Type: Action Item

Approved for October 22, 2024 **calendar**

EXECUTIVE SUMMARY

This report requests City Council approval to waive the competitive bidding process and authorize a three-year Purchase Order with Red Wing Shoe Company, totaling up to \$341,675, to provide safety footwear for eligible employees as outlined in the MOUs with GCEA, GMA and IBEW. Following a thorough review of alternative vendors, staff concluded that no other companies meet the City's required standards. The partnership with Red Wing, established in 2012, continues to deliver high-quality footwear and an efficient online management system, serving between 354 and 403 employees annually. The costs for the first year are covered by the Department's current budget, while expenses for the subsequent years will be allocated in the FY 2025/26 to FY 2026/27 budgets.

RECOMMENDATION

That the City Council waive the competitive bidding process and authorize the City Manager, or their designee, to execute a Purchase Order for safety footwear for eligible employees, renewable annually for up to three years, with a total amount not-to-exceed \$ 341,675.

ANALYSIS

Cal/OSHA requires employers to ensure that employees exposed to risks of foot injuries, such as crushing, penetrating, or other hazards wear protective safety footwear. This requirement is outlined in the MOUs for GCEA, GMA, and IBEW under the “Safety Boot Issuance” section. The costs for the first year are included within the Department’s current budget, while future costs will be incorporated into FY 2025/26 and FY 2026/27 budgets. The City Council previously approved this in Resolution No. 19-27, dated March 26, 2019.

Staff has conducted extensive research and determined that no other company offers the comprehensive online management system for streamlined distribution, tracking, and reporting that Red Wing provides. Additionally, alternative companies lack the combination of in-store services, mobile boot trucks, and online shopping options that give employee flexible purchasing choices. Continuing the partnership with Red Wing will sustain high service standards, enhance employee satisfaction, and maintain operational efficiency. Our findings confirm that Red Wing remains the most effective and efficient choice, as no other vendor meets these requirements.

The number of eligible employees each year is listed below. Total cost = number of eligible employees × \$175.00 for GMA, and number of employees x \$300.00 for IBEW and GCEA

Number of Eligible Employees					
Year	Annually	Every 2 Years	Every 3 Years	Total	Total Cost
Year 1	354		34	388	\$131,700 (includes 3 mo. from 2024)
Year 2	354	49		403	\$109,275
Year 3	354			354	\$100,700
TOTALS				1,145	\$341,675

STAKEHOLDERS/OUTREACH

Staff engaged with key stakeholders, including representatives from GCEA, GMA, and IBEW, to ensure alignment with employee needs and MOU requirements. Feedback was collected regarding employee satisfaction with the current safety footwear program, with particular attention to product quality, accessibility and service. Discussions confirmed strong support for continuing the partnership with Red Wing Shoe Company, as it consistently meets the needs of eligible employees across various departments.

Additionally, outreach to department heads reinforced the importance of maintaining the existing system for its operational efficiency and ease of use.

FISCAL IMPACT

The Purchase Order for up to three years, renewable by year, to the Red Wing Shoe Company will cost a not-to-exceed amount of \$341,675. The cost for year one is \$131,700, which was included as a part of the FY 2024-25 budget. No new appropriation is being requested at this time. The City Council approved funding is outlined below.

Existing Appropriation		
Amount	Account String	Funding Source
\$131,700	45350-6140-HRD-5005	Compensation Insurance Fund

The funding for the remaining two years will be requested as a part of the annual budget process.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is not subject to CEQA review.

CAMPAIGN DISCLOSURE

In compliance with City Campaign Finance Ordinance No. 5744, the following provides the names and business addresses of the board of directors, chairperson, CEO, COO, subcontractors, and any entities holding more than a 10% interest in the proposed contract referenced in this Agenda Item.

Officers of Red Wing Shoe Company, Inc.					
Full Name	Title	Business Add.	City	State	Zip
Allison Gettings	CEO/President	314 Main Street	RedWing	MN	55066
Brian Ross	Executive Vice President/CFO	314 Main Street	RedWing	MN	55066
Sarah Erickson	Executive Vice President / General Council	314 Main Street	RedWing	MN	55066

Mike Noonan	Executive Vice President /CFO	314 Main Street	RedWing	MN	55066
Carrie Heimer	Vice President, Chief Human Resource Officer	314 Main Street	RedWing	MN	55066
Dennis Keane	Vice President, Chief Information Officer	314 Main Street	RedWing	MN	55066
Dave Schneider	Vice President, Chief Marketing Officer	314 Main Street	RedWing	MN	55066
Joel Watson	Vice President, Chief Supply Chain Officer	314 Main Street	RedWing	MN	55066
Kristen Kohn	Senior Director Corporate Strategy & Planning	314 Main Street	RedWing	MN	55066
Mike Van Geothem	Vice President, Chief Services Officer	314 Main Street	RedWing	MN	55066
Shawn Sweeney	President, North America Work, Hunt & Retail	314 Main Street	RedWing	MN	55066
Tito Warren	President, Global Industrial	314 Main Street	RedWing	MN	55066
George Curleigh	President, Red Wing Heritage	314 Main Street	RedWing	MN	55066
Bryce Wensman	President, Outdoor	314 Main Street	RedWing	MN	55066

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: Renegotiate with employee associations to reinstate the previous model, allowing employees to receive a payroll allowance for purchasing their own safety footwear, as specified in their MOUs. While costs would remain the same, this approach could lead to reduced compliance with safety requirements.

Alternative 2: Initiate a new RFP process. Although costs would remain unchanged, this could result in lower service quality and decreased operational efficiency, as other vendors lack the comprehensive online management system offered by Red Wing for streamlined distribution, tracking, and reporting.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Paula Adams, Chief Human Resources Officer

Prepared by:

Margaret Agus, Safety Administrator

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Resolution No. 19-27 on March 26, 2019.