

**MEMORANDUM**

**TO:** Chairperson and Members of the Executive Committee

**FROM:** Eric Frazier, Operations Director  
Audra Stiles, Operations Executive Assistant  
Magan Waltari, Procurement & Grants Coordinator

**DATE:** October 30, 2020

**SUBJECT:** Approval for Contract with Galls, LLC for Operator Uniforms

**RECOMMENDATION**

That the Executive Committee recommend that the Board of Directors approve a two (2) year contract with Galls LLC, and authorize the General Manager to execute any additional extensions under the contract.

**BACKGROUND**

At the February 20, 2020 board meeting, staff reported the termination of a competitively sourced contract for operator uniforms with California-based Prudential Overall Supply Company and execution of a purchase order with Galls, LLC. to cover the remainder of 2020 uniform purchases. The contract with Prudential was terminated for convenience due to a multitude of performance issues during the initial four (4) months of the contract.

Galls, LLC was the second highest scoring proposer in the 2019 solicitation and more than willing to honor its originally proposed pricing and scope of work. WTA staff have worked closely with Galls since February ensuring satisfactory performance. Communication and performance have exceeded staff expectations. Therefore, staff is requesting approval for a two (2) year contract with Galls.

**FISCAL IMPACT**

The existing Operations budget will accommodate the expenditures. Future years will be included as part of the department expense budget.

implementation of Paratransit service for WTA and served as Paratransit Manager and Dispatch Manager while at WTA.

The following employees were recognized for their years of service with WTA and their contributions to public transportation in the community. (PowerPoint presentation of recognitions is available, upon request.)

**C.2 20 Year Service Award – Lori M.**

**C.3 30 Year Service Award – Del W.**

**C.4 30 Year Service Award – Kirt W.**

**H. EXECUTIVE SESSION** (Moved earlier on the agenda)

Chairman Lilliquist announced that an Executive Session would be held to discuss the qualifications of General Manager candidates. He stated the session is estimated to last 15 to 20 minutes.

Chairman Lilliquist recessed the meeting into Executive Session at 8:13 a.m. and reconvened the meeting into open session at 8:31 a.m.

MOTION BY FLEETWOOD, SECONDED BY KORTHUIS AND HAWKINSON THAT THE WTA BOARD OF DIRECTORS OFFER THE POSITION OF GENERAL MANAGER TO LES REARDANZ AND AUTHORIZE THE HR DIRECTOR AND BOARD CHAIRMAN TO NEGOTIATE A CONTRACT WITH THIS CANDIDATE. THE CONTRACT WILL COME TO THE BOARD FOR FINAL APPROVAL.

*The motion passed unanimously 9 – 0.*

Board member Sidhu had to leave for another meeting at 8:36 a.m.

**D. CITIZEN COMMUNICATIONS**

None

**E. BOARD ACTION - CONSENT AGENDA**

**E.1 Consideration of Approval of Minutes – October 15, 2020 Board Meeting**

**E.2 Consideration of Approval of October 1-31, 2020 Expenditures**

**Recommendation:** That the Board of Directors approve the October 1-31, 2020 payable and payroll expenditures as listed in the packet.

**E.3 Consideration of Extension of Contract for Uniform Services**

**Recommendation:** The Executive Committee met on November 12, 2020 and recommended that the Board of Directors approve a two (2) year contract with

Galls, LLC and authorize the General Manager to execute any additional extensions under the contract.

#### **E.4 Consideration of Increasing Purchasing Authority with GCR Tire Company, Inc.**

**Recommendation:** The Executive Committee met on November 12, 2020 and recommended that the Board of Directors increase the General Manager's 2020 purchasing authority with GCR Tire Company, Inc. by \$25,000 for a total annual BPO of \$175,000 for the remainder of 2020 for the purchase of transit tires.

MOTION BY KORTHUIS, SECONDED BY HAWKINSON THAT THE BOARD OF DIRECTORS APPROVE THE CONSENT AGENDA INCLUDING:

- APPROVAL OF THE MINUTES FROM THE OCTOBER 15, 2020 BOARD MEETING
- APPROVAL OF THE OCTOBER 1-31, 2020 EXPENDITURES
- APPROVAL OF A TWO YEAR CONTRACT WITH GALLS, LLC AND AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE ANY ADDITIONAL EXTENSIONS UNDER THE CONTRACT
- APPROVAL OF INCREASING THE GENERAL MANAGER'S 2020 PURCHASING AUTHORITY WITH GCR TIRE COMPANY, INC. BY \$25,000 FOR A TOTAL ANNUAL BPO OF \$175,000 FOR THE REMAINDER OF 2020 FOR THE PURCHASE OF TRANSIT TIRES.

*The motion passed 8 – 0.*

#### **F. BOARD ACTION**

##### **F.1 Consideration of Setting a Public Hearing on the 2021 Budget**

**Recommendation:** The Executive Committee met on November 12, 2020 and recommended that the Board of Directors set a Public Hearing for Thursday, December 10<sup>th</sup> at the regular Board meeting to receive public comment on the 2021 budget.

Shonda Shipman, Finance Director, gave an overview of this item.

MOTION BY FLEETWOOD, SECONDED BY KORTHUIS THAT THE BOARD OF DIRECTORS SET A PUBLIC HEARING FOR THURSDAY, DECEMBER 10<sup>TH</sup> AT THE REGULAR BOARD MEETING TO RECEIVE PUBLIC COMMENT ON THE 2021 BUDGET.

*The motion passed 8 – 0.*