



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**June 21, 2022**

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**TOPIC:** Award Contracts for Safety Shoes

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**AGENDA TITLE**

Award Contracts with Industrial Safety Shoe Company and Red Wing Shoe Store for the Purchase of Safety Shoes, in an Amount not to Exceed \$377,500, for up to a Five-Year Term (Specification No. 22-065) (General and Non-General Fund)

**RECOMMENDED ACTION**

Award contracts for the purchase of safety shoes for a two-year period expiring June 30, 2024, with provision for three, one-year renewals exercisable by the City Manager and City Attorney, with a shared aggregate amount not to exceed of \$377,500, subject to non-substantive changes approved by the City Manager and City Attorney with the following vendors:

<u>Vendor</u>	<u>Location</u>
Industrial Safety Shoe Company	Santa Ana
Red Wing Shoe Store	Santa Ana

**DISCUSSION**

Employees from various departments require safety shoes while performing job duties. Under Memorandums of Understanding with the employee associations, the City agrees to provide a safety shoe allowance per fiscal year to each qualifying employee. To provide the widest selection and to address varying job requirements, staff recommends awarding contracts with two local vendors. The recommended action will allow employees to purchase steel toe safety footwear and accessories, as required, to comply with the City's safety shoe regulation.

The notice inviting bids was advertised on April 22, 2022 on the City's online bid management and publication system. A summary of the bid invitations and bids received is as follows:

- 32 Vendors were notified
- 12 Vendors downloaded the bid
- 2 Bids received
- 2 Bids received from Santa Ana vendors

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The bids were received and opened on May 16, 2022, and evaluated. The bids received from Industrial Safety Shoe Company and Red Wing Shoe Store are all responsive to the specifications and meets the City's requirements.

### **ENVIRONMENTAL IMPACT**

There is no environmental impact associated with the action.

### **FISCAL IMPACT**

Funds are budgeted and available in the following accounts for Fiscal year 2022-2023 of the initial term and will be budgeted in the following accounts for future fiscal years.

Fiscal Year	Accounting Unit Account No.	Fund Description	Accounting Unit Account No. Description	Amount
2022-2023	06017641-63001	Water Fund	Water System Maintenance, Miscellaneous Operating Expenses	\$30,000
2022-2023	06817640 -63001	Sanitation Fund	PWA Environment/Sanitation, Miscellaneous Operating Expenses	\$15,000
2022-2023	01117651-63200	General Fund	Park Maintenance Service Enhancement, Contract Services	\$10,000
2022-2023	01113220 -63001	General Fund	PRCSA – Zoo, Miscellaneous Operating Expenses	\$5,500
2022-2023	07517100-63202	Fleet Maintenance Fund	Equipment Maintenance-Garage Operation, Operating Materials & Supplies Equipment	\$10,000
2022-2023	01110130-63001	General Fund	Finance/Management Services & Treasury Customer Services, Miscellaneous Operating Expenses	\$5,000
2023-2024	06017641-63001	Water Fund	Water System Maintenance, Miscellaneous Operating Expenses	\$30,000
2023-2024	06817640 -63001	Sanitation Fund	PWA Environment/Sanitation, Miscellaneous Operating Expenses	\$15,000
2023-2024	01117651-63200	General Fund	Park Maintenance Service Enhancement, Contract Services	\$10,000
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2023-2024	07517100-63202	Fleet Maintenance Fund	Equipment Maintenance-Garage Operation, Operating Materials & Supplies Equipment	\$10,000
2023-2024	01110130-63001	General Fund	Finance/Management Services & Treasury Customer Services, Miscellaneous Operating Expenses	\$5,000
<b>Option Years</b>				
2024-2025	06017641-63001	Water Fund	Water System Maintenance, Miscellaneous Operating Expenses	\$30,000

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2024-2025	06817640 -63001	Sanitation Fund	PWA Environment/Sanitation, Miscellaneous Operating Expenses	\$15,000
2024-2025	01117651-63200	General Fund	Park Maintenance Service Enhancement, Contract Services	\$10,000
2024-2025	01113220 -63001	General Fund	PRCSA – Zoo, Miscellaneous Operating Expenses	\$5,500
2024-2025	07517100-63202	Fleet Maintenance Fund	Equipment Maintenance-Garage Operation, Operating Materials & Supplies Equipment	\$10,000
2024-2025	01110130-63001	General Fund	Finance/Management Services & Treasury Customer Services, Miscellaneous Operating Expenses	\$5,000
2025-2026	06017641-63001	Water Fund	Water System Maintenance, Miscellaneous Operating Expenses	\$30,000
2025-2026	06817640 -63001	Sanitation Fund	PWA Environment/Sanitation, Miscellaneous Operating Expenses	\$15,000
2025-2026	01117651-63200	General Fund	Park Maintenance Service Enhancement, Contract Services	\$10,000
2025-2026	01113220 -63001	General Fund	PRCSA – Zoo, Miscellaneous Operating Expenses	\$5,500
2025-2026	07517100-63202	Fleet Maintenance Fund	Equipment Maintenance-Garage Operation, Operating Materials & Supplies Equipment	\$10,000
2025-2026	01110130-63001	General Fund	Finance/Management Services & Treasury Customer Services, Miscellaneous Operating Expenses	\$5,000
2026-2027	06017641-63001	Water Fund	Water System Maintenance, Miscellaneous Operating Expenses	\$30,000
2026-2027	06817640 -63001	Sanitation Fund	PWA Environment/Sanitation, Miscellaneous Operating Expenses	\$15,000
2026-2027	01117651-63200	General Fund	Park Maintenance Service Enhancement, Contract Services	\$10,000
2026-2027	01113220 -63001	General Fund	PRCSA – Zoo, Miscellaneous Operating Expenses	\$5,500
2026-2027	07517100-63202	Fleet Maintenance Fund	Equipment Maintenance-Garage Operation, Operating Materials & Supplies Equipment	\$10,000
2026-2027	01110130-63001	General Fund	Finance/Management Services & Treasury Customer Services, Miscellaneous Operating Expenses	\$5,000
Total				\$377,500

**EXHIBIT**

1. Abstract of Bids

Submitted By: Kathryn Downs, Finance and Management Services Executive Director

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Approved By: Kristine Ridge, City Manager