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September 23, 2019

Board of Directors
Triunfo Water & Sanitation District
Ventura County, California

POLO SHIRTS FOR TWSD COMMUNITY EVENTS

Summary

With the recent increase in Triunfo Water & Sanitation District (TWSD) public outreach activity (school-based educational programs and community classes), and in light of the District's new identity (new name and logo), staff believes the Board may wish to consider the purchase of polo-style shirts, personalized with the District's logo. These could be worn by Board members and/or staff when participating in community outreach activities to support TWSD's public image.

Financial Impact

Staff contacted PROforma, a local vendor that has produced similar shirts for the District in the past. PROforma representatives recommend purchasing Port Authority brand shirts, the cost for which is as follows:

1-19 shirts \$29.95 ea.

(Plus tax, shipping, and one-time logo set-up fee of \$35)

Attached are images of the recommended shirts in men's and ladies' styles and two colors (other colors are available). The cost for up to 10 shirts would be covered in the District's current budget; any quantity above that would require an appropriate budget adjustment.

Recommendation

It is recommended that the Board evaluate the option of purchasing polo shirts with the TWSD logo for use at community outreach activities and direct staff accordingly.

If you have questions, please call me at (805) 658-4608 or email sandywarren@vrsd.com.

A handwritten signature in blue ink, appearing to read "Sandy Warren".

SANDY WARREN – MANAGEMENT ANALYST

REVIEWED AND APPROVED:

A handwritten signature in black ink, appearing to read "Mark Norris".

Mark Norris - General Manager

Attachment: Images of recommended shirts.

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Ladies
White



ITEM # 11

Ladies Teal



ITEM # 11

Mens
White



ITEM # 11

Mens Teal



ITEM # 11