



City Council Report

Date: April 21, 2014
To: City Council
Through: Alex Deshuk, Manager of Technology and Innovation
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Three (3)-Year Term Contract for Digital Bond Printing Services for the Engineering Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Digital Bond Printing Services as recommended.

Engineering and Purchasing recommend awarding the contract to the lowest priced, responsive and responsible bidder, Thomas Reprographics, Inc. at \$34,000 annually, based on estimated requirements.

Background / Discussion

This contract will provide a local printing company for the production of construction sets of plans and other related construction drawings for Engineering. The vendor will scan construction drawings and subsequently upload the data to a CD or flash memory drive as required. In addition, the vendor will pick up the original documents and deliver the completed construction document sets several times per day from the Engineering offices in Mesa, and occasionally, to or from other valley locations.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The total amount of \$34,000 is available in the Engineering operating budget and through Capital Improvement Program projects.

Coordinated With

Engineering and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2014172

Vendors Registered on Bid List: One hundred and four (Twenty Mesa)

Advertising: Arizona Republic, Bid Net, Purchasing Website, ProcureAZ
Downloads: Fifty
Responses: Five (plus one No Bid response)
Local Consideration: Policy did not apply to this procurement for services
Protests Received: None
Initial Contract Term: Three years
Possible Renewals: Two, one-year renewals subject to future Council consideration
Prices: Future price increases are capped by the Consumer Price Index
Pricing Available to Other Cooperative Agencies: Yes

Responses:

Thomas Reprographics, Inc. Phoenix, AZ	\$55,307.50 (Recommended)
The Turell Corporation dba Arizona Overland Blueprint Mesa, AZ	\$56,027.50
American Reprographics Company LLC dba ARC Document Solutions Phoenix, AZ	\$61,175.00
PRI Graphics Mesa, AZ	\$74,297.50
Ricoh USA, Inc. Tempe, AZ	\$539,150.00

AWARD RECOMMENDATION

Thomas Reprographics, Inc.
Phoenix, AZ

Description
<p>Digital Bond Printing Services per #2014172 Terms and Conditions, Specifications and Pricing as offered</p> <p>Annual Contract Amount: <u>\$34,000</u></p>