



City Council Report

Date: March 23, 2015
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-Month Term Contract for Promotional Materials for the Fire and Medical Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the use of a Term Contract from Maricopa County for Promotional Materials as recommended.

The Fire and Medical Department, and Purchasing recommend authorizing the use of the Maricopa County cooperative contract awarded to multiple vendors for three months at \$34,700, through June 30, 2015.

Background / Discussion

On June 16, 2014, Council awarded the initial three-year term contract with renewal options to Brite Innovations at \$40,000 annually.

This contract provides educational promotional items for the Fire and Medical Department's programs (MFMD). Promotional items are given to the community for attending their classes, presentations, and community events. MFMD's logo will be imprinted on these promotional items.

Brite Innovations is no longer accepting orders due to company's owner passing. MFMD has requested to use the remaining contract balance (\$34,700) for purchases using the Maricopa County contract through the end of Fiscal Year 2014/15. The Department does not anticipate purchasing promotional items for FY 2015/16 due to budget constraints. Fire and Medical will not need a contract for promotional items after these purchases are made. The Maricopa County contract has more than 25 contracted vendors offering a variety of promotional items MFMD would like to purchase. Under this agreement, the City is required to contact at least three awarded vendors to receive competitive quotes for purchases above \$2,500.

Maricopa County awarded the initial contract to numerous vendors on 11/6/2013, and recently approved the renewal contract through 11/30/2019.

Alternatives

Council may choose not to authorize the purchase and new bids will be obtained.

Fiscal Impact

The total amount of \$34,700 is funded from the Fire and Medical Department operating budget.

Coordinated With

Fire and Medical Department, and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Contracting Agency: Maricopa County

Contracting Agency Contract Number: 13116-C

Mesa Contract Number: 2015200

Contract Term: Three Months

Possible Renewals: None

AWARD RECOMMENDATION

Description
<p>Promotional Items per Maricopa County Contract 13116-C Terms and Conditions, Specifications and Pricing</p> <p>Three-Month Contract Amount: <u>\$34,700</u></p>