



City Council Report

Date: September 28, 2015
To: City Council
Through: Alex Deshuk, Chief Innovation Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Three-Year Term Contract for the Fabrication and Installation of Park Signs for the Parks, Recreation and Commercial Facilities Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for the Fabrication and Installation of Park Signs as recommended.

The Parks, Recreation and Commercial Facilities Department and Purchasing recommends awarding the contract to the lowest, responsive and responsible bidder, Sierra Signs & Service, Inc. (a Mesa business) at \$467,000.00 annually, based on estimated requirements.

Background / Discussion

The Parks, Recreation and Commercial Facilities (PRCF) Department uses park identification signs, basin identification signs, rules signs, and other signs throughout the City's Parks system for park identification and to inform and assist patrons in the proper use of park properties.

This contract will provide a Contractor to fabricate and install new standard identification and rules signs at City parks and facilities in a phased approach. The new signs will update the look and wording to create a more modern and consistent message. Changes in the City Code pertaining to Park regulations have been incorporated and standardized across all PRCF facilities. The old signs will be removed at the time of new sign installations.

Alternatives

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

Fiscal Impact

The annual contract amount is available in the Project Management Program Department budget through the Capital – General Fund.

Coordinated With

Parks, Recreation and Commercial Facilities Department and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2015302

Vendors Registered: ProcureAZ (553) and Vendor Self Service (122)

Advertising: Arizona Republic, Bid Net, ProcureAZ and Purchasing Website

Responses: 5

Local Consideration: The Mesa bidder was already the lowest, responsive and responsible bidder. Calculating pricing by using Management Policy #214, removing 1.75% (Mesa TPT) for the purpose of bid evaluation was not necessary.

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 Producer Price Index

Pricing Available to Other Cooperative Agencies: Yes

July 16, 2015 Responses

Sierra Signs & Service, Inc. Mesa, AZ	\$360,030.00 (Recommended)
Nessen Graphics, Inc. dba Visual Communications Mesa, AZ	\$376,409.00
Fluoresco Services Phoenix, AZ	\$681,521.00
Complete Signs Dothan, AL	\$910,357.05
Trademark Visual, Inc. Phoenix, AZ.	\$911,579.00

AWARD RECOMMENDATION

***Sierra Signs & Service, Inc.
Mesa, AZ***

Description	
Fabrication and Installation of Park Signs per Terms and Conditions, Specifications and pricing as offered	
Base	\$360,030.00
20% Contingency	\$72,006.00
8.05% Sales Tax	<u>\$34,778.90</u>
Total	\$466,814.90
Annual Contract Amount: <u>\$467,000.00</u>	