



City Council Report

Date: October 5, 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 Real Property Escrow and Title Services for the Engineering Department **(Funded by Light Rail Project Funds) (Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Real Property Escrow and Title Services as recommended. A committee representing the Engineering Department and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposal from Security Title Agency Inc. (a Mesa business) at \$160,000.00 annually, based on estimated requirements.

Background / Discussion

This contract will provide a qualified firm to perform a wide range of real property escrow and title services related to land acquisition for the Gilbert Road Light Rail Extension Project and the services in the solicitation.

Staff from the Engineering Department – Real Estate evaluated the proposals based on the scoring evaluation criteria as stated in the solicitation. The highest scored proposal, Security Title Agency Inc. is being recommended for award. The evaluation committee unanimously agreed on the recommendation.

Security Title Agency worked with Mesa on the previous light rail extension with great results. Their Proposal response demonstrated more than sufficient capacity for the upcoming Gilbert Road Light Rail Extension Project as well as the real property escrow and title services needed by the City.

Alternatives

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

Fiscal Impact

The annual contract amount is reimbursed by Light Rail Project Funds.

Coordinated With

Engineering and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2015229

Vendors Registered: ProcureAZ (754) and Vendor Self Service (20)

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

Responses: 2

Local Consideration: Policy did not apply to this procurement (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 Index – N/A

Pricing Available to Other Cooperative Agencies: Yes

Proposal Responses received on July 28, 2015

Empire West Title Agency, LLC - Phoenix, AZ

Security Title Agency Inc. - Phoenix, AZ

Proposal Scoring Results

Evaluation Criteria / Points Possible	Security Title Agency Inc.	Empire West Title Agency, LLC
Firm's Proposed Solution / 400 Points	375	250
Firm's Qualifications & Experience / 400 Points	400	350
Pricing / 200 Points	124	200
Total / 1,000 Points	<u>899</u>	800

AWARD RECOMMENDATION

Security Title Agency Inc.

Phoenix, AZ

Description
Real Property Escrow and Title Services per Terms and Conditions, Specifications and Pricing as offered
Annual Contract Amount: <u>\$160,000.00</u>