



City Council Report

Date: July 5, 2016
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 Controlled Substance Screening for the Police Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Controlled Substance Screening as recommended.

The Police Department and Purchasing recommend awarding the contract to the highest scored proposal from Norton Medical Industries at \$30,000.00 annually, based on estimated requirements.

Background / Discussion

The Police Department has requested a term contract for Controlled Substance Screening of their department members. This service is required to meet the high standards of performance, professionalism and personal conduct required of those involved in the Police profession. This contract will ensure testing procedures are in place that coincide with Police Department policies. The Department estimates approximately 30 tests per month will be conducted.

Staff from the Police Department evaluated the proposals based on the evaluation criteria as stated in the solicitation. The highest scored proposal, Norton Medical Industries, is being recommended for award. The evaluation committee unanimously agreed on the recommendation.

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 Police Department operating budget.

Coordinated With

Police and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2016175

Vendors Registered: ProcureAZ (109) and Vendor Self Service (14)

Advertising: Arizona Republic, Bid Net, Record Reporter, Purchasing Website

Downloads: 38

Responses: 5

Local Consideration: Policy did not apply to this procurement (services)

Local Consideration: Not applicable as there were no Mesa responses.

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

Proposals received April 25, 2016

DSI Medical Services Inc.

Horsham, PA

Examination Management Services, Inc. dba EMSI or EMSI Health

Irving, TX

Norton Medical Industries

Van Nuys, CA

Occupational Health Centers of the Southwest P.A. dba Concentra Medical Centers

Addison, TX

The Oschmann Organization, Inc. dba Oschmann Employee Screening Services

Tucson, AZ

Proposal Scoring Results

Evaluation Criteria / Points Possible	Norton Medical Industries	Concentra Medical Center	DSI Medical Services Inc.
Firm's Proposed Solution / 300	490	300	300
Firm's Qualifications & Experience / 500	300	300	300
Pricing & Compensation / 200	192.93	200	168.75
Total / 1,000	<u>982.93</u>	800	768.75

Evaluation Criteria / Points Possible	EMSI Health	Oschmann Employee Screening Services
Firm's Proposed Solution / 300	250	250
Firm's Qualifications & Experience / 500	300	275
Pricing & Compensation / 200	164.63	163.64
Total / 1,000	714.63	688.64

AWARD RECOMMENDATION

**Norton Medical Industries
Van Nuys, CA**

Description
<p>Controlled Substance Screening – PD per Agreement No. 2016175; Exhibits – Mesa Standard Terms and Conditions, Scope of Work, and Other Exhibits; Solicitation including any addenda; and Contractor Response</p> <p>Annual Contract Amount: <u>\$30,000.00</u></p>