

City Council Report

Date: August 22, 2016
To: City Council
Through: Michael Kennington, Chief Financial 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 Uniform Garments for Citywide Use as requested by the Business Services Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve a Term Contract for Uniform Garments for Citywide Use as recommended.

The Business Services Department and Purchasing recommend authorizing a contract with International Corporate Apparel, Inc. (ICA); and Mission Linen Supply; at \$262,500.00 annually, based on estimated requirements.

Background / Discussion

Through its uniform purchase program (Uniform Garment Program), the City purchases and issues garments to certain job classifications. Items include: t-shirts, polo shirts, and jeans; poly/cotton and cotton uniform shirts and pants; and jackets, hats and ball caps. Departments using this contract include Energy Resources, Facilities Maintenance, Fleet Services, Parks, Recreation and Community Facilities, Environmental Management & Sustainability and Water Resources. The Fire & Medical Department has a separate contract.

The solicitation required complete bids for each section to be eligible for award and the City may award multiple sections to the same vendor. Bidders must have a stocking location or a local representative in the Phoenix Metropolitan area with the ability to deliver new garments within fifteen working days after request for garments.

Alternatives

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

Fiscal Impact

Purchases are subject to the budget amounts available in each ordering Department's operating budget.

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2016228

Vendors Registered: ProcureAZ (2,469 and Vendor Self Service (617)

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

Downloads: 175

Responses: 7 responses, and 3 No Bid responses

Local Consideration: Calculating pricing by using Management Policy #214, removing 1.75% (Mesa TPT) for the purpose of bid evaluation did not result in a Mesa business being recommended for award of all or part of this award.

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

Bid Tabulation and Bid Pricing Analysis on Pages 3 and 4

AWARD RECOMMENDATION

Description
Uniform Garments per Agreement No. 2016228; Scope of Work; Pricing; and Mesa Standard Terms and Conditions
<u>Group 1</u> <i>International Corporate Apparel Inc. – Tucson, AZ</i>
<u>Groups 2 and 3</u> <i>Mission Linen Supply – Phoenix, AZ</i>
Annual Contract Amount: <u>\$262,500.00</u> (cumulatively not to exceed)

#2016228 Uniform Garments - Bid Tabulation

	Harmon Sportswear	International Corporate Apparel dba ICA, Inc. (Recommended – Group 1)	Mission Linen Supply* (Recommended – Groups 2 and 3)	Out There Promos*	Pro Ink Apparel	Sports Apparel Inc. *	Vida Ventures, Inc. dba Rainbow Graffixx *
Group 1 Item Total	\$59,129.15 \$58,094.39	\$59,030.84	\$90,872.81	\$79,419.24 **\$78,029.40	\$63,275.50	\$81,847.05	\$83,010.80 **\$81,558.11
Group 1 Miscellaneous Charges Total	\$4,575.00 **\$4,494.94	\$2,402.00	\$1,800.00	\$3,300.00 **\$3,242.2	\$855.00	\$1,900.00	\$3,210.00 **\$3,153.82
Group 2 Item Total	\$12,236.85**\$12,022.71	\$10,448.90	\$63,447.95	\$14,717.20 **\$14,459.65	\$12,525.00	\$18,313.00	Not Bid
Group 2 Miscellaneous Charges Total	\$0.00	\$239.00	Not Bid	\$100.00 **\$98.25	\$44.00	Not Bid	Not Bid
Group 3 Item Total	\$64,940.50 **\$63,804.04	\$57,168.25	\$86,715.75	\$102,111.00 **\$100,324.06	\$64,862.50	\$73,771.25	Not Bid
Group 3 Miscellaneous Charges Total	\$540.00 **\$530.55	\$22.00	\$158.00	\$200.00 **\$196.50	\$40.00	\$99.00	Not Bid
Percent Discount Off Manufacturer(s) Price List	Not Bid	20%	Not Bid	0%	10%	20%	Not Bid

* Did not use Revised Pricing Document in Addendum 3

** For evaluation purposes, Mesa TPT deduction (1.75%) applied.

No Bid responses received from
Prudential Overall Supply
Buddy's All Stars – Phoenix, AZ
Outdoor Outfits – Toronto, Canada

#2016228 Uniform Garments - Bid Pricing Analysis

The solicitation required vendors to bid on all items within a group to be eligible for award of that group. Several vendors, including the apparent low bidder, did not bid on some line numbers claiming that the bid items were not available. Purchasing contacted the manufacturers to verify the claim. Manufacturers verified that the line items in question were indeed not available.

Several vendors failed to submit their pricing on the revised pricing page issued with Addendum #3. During the pricing evaluation, the Procurement Officer determined this had no effect on the overall outcome of the pricing and the issues were minor informalities. These vendors (Out There Promos, Sports Apparel Inc., and Vida Ventures, Inc. dba Rainbow Graffixx) were deemed as responsive.