



# City Council Report

**Date:** February 27, 2017  
**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 T-Shirts, Artwork and Graphics for the Parks Recreation and Community Facilities Department (**Citywide**)

## Purpose and Recommendation

Council is requested to approve the Term Contract for T-Shirts, Artwork and Graphics as recommended. A committee representing Parks Recreation and Community Facilities and Purchasing evaluated responses.

The evaluation committee recommends approving multiple vendors with the highest scored proposals as pre-qualified vendors: Vida Ventures, Inc. dba Rainbow Graffixx (a Mesa business); Koehler Parker dba Logowear Express; Kimball Concepts Ltd (a Mesa business); Surf and Ski Enterprise (a Mesa business); Lane Award Manufacturing; cumulatively not to exceed \$45,000.00 annually, based on estimated requirements.

## Background / Discussion

This contract will provide vendors to supply t-shirts, artwork and graphics for the Parks and Recreation Division. Approximately 20,000 t-shirts will be purchased throughout the year in varying quantities and colors with a variety of artwork styles. The shirts are furnished to recreational event participants, volunteers, administrative staff and other officials. Because City employees may be required to travel to the vendor's place of business to review artwork, leave or pick up an order, the specifications required the vendor to be located within a fifteen-mile radius of Gilbert Road and Main Street in Mesa, Arizona.

Staff from the Parks Recreation and Community Facilities Department evaluated the proposals based on the evaluation criteria as stated in the solicitation. The vendors with the highest scored proposals are being recommended for approval as pre-qualified vendors. The evaluation committee unanimously agreed on the recommendation.

## Alternatives

Council may choose not to pre-qualify the recommended vendors.

## Fiscal Impact

The annual contract amount is available in the Parks Recreation and Community Facilities Department operating budget.

## **Coordinated With**

Parks Recreation and Community Facilities and Purchasing

### **PURCHASING INFORMATION**

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2017105

Vendors Registered: ProcureAZ (1,958) and Vendor Self Service (58)

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

Downloads: 159

Responses: 14

Local Consideration: Policy did not apply to this procurement method.

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewals subject to future Council consideration

Pricing Available to Other Cooperative Agencies: Yes

### **Proposals Received on January 4, 2017**

Christine Santorno LLC dba UGC Supply – Parker, CO

Connect the Dots Promotions, LLC – Phoenix, AZ

Creative Promotions – Tempe, AZ

Harmon Sportswear – Mesa, AZ

International Corporate Apparel, Inc. dba ICA, Inc. – Tucson, AZ

Kimball Concepts Ltd – Mesa, AZ

Koehler Parker dba Logowear Express – Chandler, AZ

Lane Award Manufacturing – Phoenix, AZ

LS Branding – Tempe, AZ

Dazzy Inc. dba Precision Graphics – Tempe, AZ

Surf & Ski Enterprise – Mesa, AZ

Vida Ventures, Inc. dba Rainbow Graffix – Mesa, AZ

### **Non-Responsive – did not include required forms**

202 Supplies

PNJ All In One, LLC

### **Proposal Scoring Results**

*(Available in Purchasing upon request)*

**AWARD RECOMMENDATION**

**Description**

Pre-qualified vendors to furnish all necessary qualified personnel, supervision, licenses, tools, and transportation to provide t-shirts and indicated services per specifications. Vendors will be required to provide t-shirts, design artwork, silkscreen, and graphics as specified by each order and may be required to produce original artwork per Agreement No. 2017105; Exhibits – Scope of Work, Pricing, Mesa Standard Terms and Conditions; Other Exhibits; Solicitation including any addenda; and Contractor Response

**Pre-Qualified Vendors:**

Vida Ventures, Inc. dba Rainbow Graffixx - Mesa, AZ  
Koehler Parker dba Logowear Express – Chandler, AZ  
Kimball Concepts Ltd – Mesa, AZ  
Surf and Ski Enterprise – Mesa, AZ  
Lane Award Manufacturing – Phoenix, AZ

**Annual Contract Amount: \$45,000.00**  
(cumulatively, not to exceed)