



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 Backflow Testing and Repair Services for various City Departments **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Backflow Testing and Repair Services as recommended. A committee representing the Transportation, Water Resources, Parks, Recreation and Community Facilities Departments, and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposal, Metro Fire Equipment, Inc., at \$90,000.00 annually, based on estimated requirements.

Background / Discussion

This contract will provide backflow assembly testing and repair services for various City Departments including Transportation, Water Resources, Parks, Recreation and Community Facilities. The contracted vendor will provide testing, repair, and report transmittals in a timely manner ensuring the backflow assemblies are in good working condition and in compliance with municipal code. The contract will be administered by the Water Resources Department Cross Connection Control Office.

The City received 4 proposals of which all 4 met the minimum requirements. Staff from Transportation, Water Resources, Parks, Recreation and Community Facilities Departments, and Purchasing evaluated the proposals and completed scoring based on the evaluation criteria as stated in the solicitation. The highest scored proposal, Metro Fire Equipment, Inc., 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 cumulatively available in the Transportation, Water Resources, Parks, Recreation and Community Facilities Department's operating budgets.

Coordinated With

Transportation, Water Resources, Parks, Recreation and Community Facilities
Departments, Facilities Maintenance and Purchasing

PURCHASING INFORMATION

Action: Initial Award

Procurement Type: Request for Proposals

Solicitation Number: 2017088

Vendors Registered: ProcureAZ (244) and Vendor Self Service (25)

Advertising: ProcureAZ and Purchasing Website

Downloads: 34

Responses: 4

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 Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

December 15, 2016 Proposals Received

Backflow Prevention Device Inspections, Inc. dba BPD I - Phoenix

Metering Services, Inc. – Tempe, AZ

Metro Fire Equipment, Inc. – Gilbert, AZ

Piper Power Plumbing and Mechanical, Inc. – Mesa, AZ

Proposal Scoring Results

| Evaluation Criteria / Points Possible | BPD I | Metering Services, Inc. | Metro Fire Equipment, Inc. (Recommended) | Piper Power Plumbing and Mechanical, Inc. |
|--|-------|----------------------------|--|--|
| Firm's Qualifications / 500 | 360 | 380 | 383 | 141 |
| Firm's Technical Approach / 400 | 293 | 302 | 309 | 1.5 |
| Firm's Proposal Pricing / 100 | 95 | 84 | 94 | 38 |
| Total / 1,000 | 748 | 766 | <u>786</u> | 180.5 |

AWARD RECOMMENDATION

Metro Fire Equipment

Gilbert, AZ

| Description |
|--|
| <p>Backflow Testing and Repair Services per Agreement No. 2017088; Exhibits – Scope of Work, Pricing, Mesa Standard Terms and Conditions, and Other Exhibits; Solicitation including any addenda; and Contractor Response</p> <p>Annual Contract Amount: <u>\$90,000.00</u></p> |