



# City Council Report

**Date:** June 26, 2017  
**To:** City Council  
**Through:** Mike 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 Vehicle Decals for the Fire and Medical, and Police and various City Departments **(Citywide)**

## **Purpose and Recommendation**

Council is requested to approve the Term Contract for Vehicle Decals as recommended.

The Fire and Medical, and Fleet Services Departments, and Purchasing recommend awarding the contract to the lowest, responsive and responsible bidder, VisionIT Media LLC, at \$47,000.00 annually, based on estimated requirements.

## **Background / Discussion**

This contract will provide decals and graphics, and installation on Mesa's Fire and Medical apparatus, Police, sanitation trucks and other City vehicles, and equipment for identification of station/area location, type of apparatus, and vehicle function.

## **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 Fire and Medical, and Fleet Services Departments operating budgets.

## **Coordinated With**

Fire and Medical, Fleet Services and Purchasing

## **PURCHASING INFORMATION**

Action: Initial Award

Procurement Type: Request for Bids

Solicitation Number: 2017164

Vendors Registered: ProcureAZ (171) and Vendor Self Service (35)

Advertising: ProcureAZ and Purchasing Website

Downloads: 43

Responses: 4 Responses, and 1 No Bid

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

Protests Received: A protest was received from RV Stripes and Graphics on May 17th, 2017. The Protest Officer reviewed the issues raised per the procurement rules, and denied the protest on May 25th, 2017. Copies of these documents are included with the Council Report.

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

### **March 22, 2017 Responses**

VisionIt Media LLC Gilbert, AZ	\$29,550.60 (Recommended)
RV Stripes and Graphics Mesa, AZ	\$31,549.80 \$30,997.68 **
Graphix in Motion Inc. Tempe, AZ	\$40,821.50

\*\* For evaluation purposes, Mesa TPT deduction applied.

### **Non-Responsive Bid received from**

Pride Group - Tempe, AZ

Did not provide the required hourly installation rate per page 10 of the Scope of Work Other (bid line item #41) as required. Bidders must bid ALL items to be considered responsive and for award.

### **No Bid received from:**

Electronic imaging Materials, Inc.

Graphics Designs International, Inc.

**AWARD RECOMMENDATION**

***VisionIt Media LLC***

**Gilbert, AZ**

Description	
3M Scotchlite Vehicle Decals (No Exceptions), Graphics and Installation per Agreement No. 2017164; Exhibits – Scope of Work / Technical Requirements, Pricing, Mesa Standard Terms and Conditions and Other Exhibits; Solicitation including any addenda; and Contractor Response	
Base Bid Amount	\$29,550.60
7.8% Sales Tax	\$2,304.94
Labor (Decal Installation)	<u>\$15,000.00</u>
Total	\$46,855.54
<b>Annual Contract Amount: <u>\$47,000.00</u></b>	