



City Council Report

Date: September 18, 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 Shade Screen Canopy, Wind Screen, and Batter's Eye Repair and Replacement Services for the Parks Recreation and Community Facilities Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Term Contract for Shade Screen Canopy, Wind Screen, and Batter's Eye Repair and Replacement Services as recommended. A committee representing Parks Recreation and Community Facilities and Purchasing evaluated responses.

The evaluation committee recommends awarding the contract to the highest scored proposal from Shade 'N Net of Arizona, Inc. at \$120,000.00 annually, based on estimated requirements.

Background / Discussion

This contract will provide repair and/or replacement services for shade screen canopies, wind screens, batter's eyes and their structures. Services include, but are not limited to: repair and/or replacement of existing fabric covers, existing structural parts, screen fabrication, and installation of new fabric covers.

The Aquatics and Parks Maintenance Divisions have multiple styles of shade structures and fabric wind screens and structures at various heights throughout their Parks, Aquatics Facilities and Sports Fields. The Department has 139 shade canopies at Aquatics Facilities, 22 shade canopies and 149 wind screens at Sports Fields, and 58 shade screens at Public Parks, all various styles, shapes and sizes for a total of 368 screens citywide. The canopy structures and wind screens range from one-year old to forty-five years old. Age, inclement weather and vandalism require repair or replacement of these shade screens and their structures on a semi regular basis.

The City received 3 proposals and all met the minimum requirements. Staff from Parks Recreation and Community Facilities evaluated proposals based on the evaluation criteria as stated in the solicitation. The highest scored proposal, Shade 'N Net of Arizona, 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 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: 2017188

Vendors Registered: ProcureAZ (242) and Vendor Self Service (35)

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

Downloads: 39

Responses: 3

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 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 Consumer Price Index

Pricing Available to Other Cooperative Agencies: Yes

Proposals Received on August 15, 2017

Shade 'N Net of Arizona – Phoenix, AZ

Chase Sports Specialist – Tempe, AZ

Shade Structures, Inc. – Mesa, AZ

Proposal Scoring Results

Evaluation Criteria / Points Possible	Shade 'N Net of Arizona, Inc. (Recommended)	Chase Sports Specialist	**Shade Structures, Inc.
Firm's Proposed Solution / 40	31.67	12.33	28.33
Firm's Qualifications & Experience / 30	28.33	9.33	30.00
Firm's Proposed Pricing / 30	25.56	5.00*	7.85*
Total / 100	<u>85.56</u>	26.66	66.18

*Indicates not all items on sample pricing page were bid. Point calculation based on 5 points per line item.

**1.75% TPT Consideration given in pricing score.

AWARD RECOMMENDATION

Shade 'N Net of Arizona, Inc.

Phoenix, AZ

Description
<p>Shade Screen Canopy, Wind Screen, and Batter's Eye Repair and Replacement Services per Agreement No. 2017188; Exhibits – Detailed Specifications, Pricing, Mesa Standard Terms and Conditions; Other Exhibits; Solicitation including any addenda; and Contractor Response</p> <p>Annual Contract Amount: <u>\$120,000.00</u></p>