



City Council Report

Date: October 16, 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: One-Year Renewal Contract for ID Badging Supplies for the Police Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the Renewal Contract for ID Badging Supplies as recommended.

The Police Department and Purchasing recommend authorizing the renewal with Bender Associates, Inc. at \$45,000.00, based on estimated requirements.

Background and Discussion

This contract provides miscellaneous ID badging supplies for the Police Department Badging and Building Access Office. This office is responsible for printing identification badges for all City employees, temporary employees, volunteers and contractors. City policy requires anyone functioning on behalf of the City of Mesa be issued an official photo ID displayed while on City property.

The Badging Office estimates printing and issuing between 9,000 and 12,000 badges annually. The inventory of badging supplies needed is subject to change as it is dependent upon increases to personnel, volunteers, contract work or special projects requiring identification.

Bender Associates offered to renew the contract without a pricing increase. The City has been satisfied with the vendor's performance. The contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Alternatives

Council may choose not to authorize the renewal and new responses will be solicited.

Fiscal Impact

The annual contract is funded by the Police Department operating budget.

Coordinated With

Police Department and Purchasing

PURCHASING INFORMATION

Action: Renewal Authorization

Procurement Type: Request for Proposals

Contract Number: 2015009

Responses Received: 2 responses and 1 No Bid

Initial Award: 10/20/2014

Initial Contract Term: Three years

Renewal Term: One year

Renewal Terms Remaining: One year

Proposals received on August 21, 2014

Bender Associates, Inc. - Tempe, AZ

Photomart Corporation dba ID Solutions - Scottsdale, AZ

No Bid Response received from

Diggs' Logo Products

Proposal Scoring Result

Evaluation Criteria / Possible Points	Bender Associates, Inc. (Awarded)	ID Solutions
Firm's Business Reputation & Qualifications / 40 Points	39	37
Firm's Ability to Meet Specifications / 40 Points	40	36
Pricing & Compensation / 20 Points	20	19
Total / 100 Points	<u>99</u>	92

RENEWAL RECOMMENDATION

Bender Associates, Inc.

Tempe, AZ

Description
ID Badging Supplies per Contract No. 2015009, Terms and Conditions, Specifications and Pricing as offered Annual Contract Amount: <u>\$45,000.00</u>