



# City Council Report

**Date:** September 17, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal to the Term Contract for ID Badging Supplies for the Police Department **(Citywide)**

## Recommendation

Council is requested to approve the contract renewal as recommended.

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

## Background / 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, Inc. agreed to renew the contract under the same terms, conditions and current pricing. Their pricing has remained the same over the last four years. The Consumer Price Index (CPI) increased 2.9% over the last year and 5.7% increase since bid in 2014.

The vendor has provided great customer service, and timely and accurate order/delivery service. They take the time to be familiar with the City's equipment and business operations as well as quickly resolve occasional product deficiencies with the manufacturer. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

## Purchase Information

Action: Renewal (2<sup>nd</sup> of 2 possible)  
Procurement Type: Request for Proposals  
Contract Number: 2015009

Responses Received: 2 responses and 1 No Bid  
Original Council Award Date: 10/20/2014  
Initial Contract Term: Three years  
Funding Source: Police Department operating budget.