



# City Council Report

**Date:** December 10, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Three-Year Term Contract with Two Years of Renewal Options for the Fire Department Uniforms for the Fire and Medical Department **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Fire and Medical Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from United Fire Equipment Company at \$425,000 annually with an annual increase allowance of up to 5% or the adjusted Producer Price Index.

## Background / Discussion

This contract will provide the members of Mesa Fire and Medical station/work uniforms (various shirts, hats, outerwear, pants, shorts, dress uniform items, etc.) worn by Fire personnel during their normal daily job duties. All services and supplies necessary to provide new garments including measuring, tailoring/alterations, screen printing, embroidering and returns/exchanges will also be provided.

Uniforms are purchased by individual Fire and Medical personnel through a voucher system with defined uniform allowances per person ranging from \$200 to \$650 per person. Uniform allowances are determined by job duties/assignment. Uniform items are selected in accordance with the National Fire Protection Association (NFPA) Standard 1975, 2009 Edition.

The City received two proposals and a No Bid response; both proposals met the minimum qualifications. The evaluation committee then evaluated the responses based on the evaluation criteria in the solicitation. Award is being recommended to the highest scored proposal whose proposal best meets the City's requirements, United Fire Equipment Company. The evaluation committee unanimously agreed on the recommendation.

## Purchase Information

Action: Award  
Procurement Type: Request for Proposals  
Contract Number: 2018238  
Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Up to a maximum of two years, renewals subject to Administrative review and approval

Funding Source: Fire and Medical Department operating budget

### **Proposal Responses**

Skaggs Uniforms - Mesa, AZ

United Fire Equipment Company - Tempe, AZ

No Bid response received from:

Lawmen's & Shooters' Supply, Inc.

### **Final Scoring**

Respondent	Total Points Possible / 100
United Fire Equipment Company (Recommended)	<u>93.19</u>
Skaggs Uniforms	84.20