



City Council Report

Date: March 4, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: 16-Month Term Contract for Walk-In Groceries and Miscellaneous Items for Various City Departments and Strategic Alliance for Volume Expenditures (S.A.V.E.) Cooperative Members as requested by the Business Services Department (**Citywide**)

Recommendation

Council is requested to approve the award as recommended.

The Business Services Department and Purchasing recommend authorizing the purchase using the Glendale Elementary School District No. 40 cooperative contract with Bashas'; Food City; AJ's Market; Costco; Fry's Food and Drug; Safeway; Sam's Club; and Smart and Final; not to exceed \$160,000 through June 30, 2020, based on estimated requirements.

Background / Discussion

Glendale Elementary School District as a member of S.A.V.E. acted as the lead agency for this solicitation. The City is able to utilize this contract as a S.A.V.E. member. Mesa specifically expressed an interest in using these contracts upfront to the lead agency and was identified in the solicitation document.

The City has used these vendors for many years. Because spending has exceeded the Council approval limit, it is now necessary to seek Council approval to utilize the various vendors, mainly, Sam's Club.

The purpose of establishing these contracts is to allow agencies to purchase affordable groceries and miscellaneous items within convenient proximity to our facilities. The contract provides competitive pricing from multiple local retail vendors.

This is a citywide contract for multiple departments to use and rely on to provide goods and services to their internal and external customers, and employees. Main users include the Warehouse, Fire and Medical, Police, Recreation, Mesa Art Center, I.D.E.A. Museum, Fleet Services, Information Technology, Library Services, and Falcon Field Airport.

Sam's Club and other vendors are their source for copy paper, bottled water, Gatorade, kitchen supplies, art supplies, food items and supplies for various events, cleaning supplies, recognition items, and miscellaneous office supplies.

The Glendale Elementary School District cooperative contract has been competitively bid and provides for the lowest possible cooperative pricing. Going out for a formal bid would not result in any cost savings to the City.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2019140

Contracting Agency/Contract Number: Glendale Elementary School District No.
40/17.01.21

Local Consideration: Policy did not apply to this procurement method

Initial Contract Term: 16 Months (3/1/2019 to 6/30/2020)

Possible Renewals: None

Funding Source: Individual Department's operating budget