



City Council Report

Date: July 27, 2026
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: One-Year Use of a Cooperative Term Contract with Three, One-Year
Renewal Options for Instrument Service and Preventative Maintenance for
the Public Safety Support Department **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Public Safety Support Department and Procurement Services recommend authorizing the purchase using the State of Arizona cooperative contract with Specialty Underwriters, LLC, in an amount not to exceed \$255,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides consolidated maintenance management for laboratory and scientific equipment used by Forensic Services. Specialty Underwriters, LLC, serves as a third-party service contract manager, combining maintenance needs from multiple manufacturers into a single, streamlined program. They negotiate service agreements, coordinate repairs, and track maintenance spending to help reduce overall costs while ensuring equipment reliability and uptime. This approach allows the City to work through one vendor to provide consistent, cost-effective equipment maintenance. Forensic Services has been utilizing Specialty Underwriters, LLC since 2016.

The State of Arizona cooperative contract has been competitively bid and meets the City's procurement requirements. Utilizing the State of Arizona contract allows the City to receive competitive rates based on a formally solicited agreement. The City believes the pricing is fair and reasonable and soliciting for these services would not result in the City receiving more favorable pricing or terms.

Purchase Information

Action: Award
Procurement Type: Cooperative Contract Use
Contract Number: 2027007
Contracting Agency/Contract Number: State of Arizona/CTR072921
Local Consideration: Policy did not apply to this procurement method

Initial Contract Term: 7/27/2026– 8/13/2027

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

Funding Source: Forensics Operating Fund