



City Council Report

Date: April 20, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Award Additional Vendors to the Three-Year Term Contract with Two Years of Renewal Options for Safety Shoes for Various City Departments as requested by the Human Resources Department **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Human Resources Department – Safety Services and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the qualified respondents: Boot Barn (a Mesa business); Lehigh Outfitters, LLC (a Mesa business); Matlick Enterprises dba United Fire Equipment Company; Skaggs Companies Inc. dba Skaggs Public Safety Uniforms (a Mesa business); and Universal Procurement Inc. dba Universal Police Supply Company; at \$150,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides a Qualified Vendors List to provide safety shoes for City of Mesa employees. The City is responsible for ensuring employees who are, or expected to be, exposed to certain workplace hazards are provided proper personal protective equipment (PPE) in order to avoid on the job injury and/or illness. There are more than 1,000 employees in over 80 job titles that require PPE for foot protection.

Safety Services has evaluated the offerings of the recommended vendors and determined they meet the objective of the safety shoe program in services, quality products that meet OSHA requirements, and reasonable pricing.

On 8/19/2019, City Council awarded this contract to three qualified respondents. Having multiple vendors is important so that employees are given ample options while ensuring the safety shoe meets the safety requirements for the work they perform. The City re-solicited to add more pre-qualified vendors to the contract. The current vendors did not need to reply to this re-solicitation. The awarded vendors will be added to this contract for the remainder of the term through 8/19/2022.

The City received five proposals, of which, all met the minimum qualifications. The evaluation committee evaluated the responses based on the scoring criteria as stated in the solicitation. Each vendor met all the specifications in the solicitation. The evaluation was conducted by and points were awarded by consensus by the evaluation committee, which unanimously agreed on the recommendation.

Purchase Information

Action: Award (Re-Solicitation)

Procurement Type: Request for Proposals

Contract Number: 2019216

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Three years (through 8/19/2022)

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

Funding Source: Individual City Department's operating budget purchasing the commodity

Proposal Responses (Re-Solicitation January 27, 2020)

Boot Barn – Mesa, AZ

Lehigh Outfitters, LLC – Mesa, AZ

Matlick Enterprises dba, United Fire Equipment Company – Tempe, AZ

Universal Procurement Inc. dba, Universal Police Supply Company – Tempe, AZ

Skaggs Companies Inc. dba, Skaggs Public Safety Uniforms – Mesa, AZ

Final Scoring

Respondent (Pre-Qualified Vendors)	Total Points Possible / 1,000
Boot Barn (Recommended)	<u>904.49</u>
Lehigh Outfitters, LLC (Recommended)	<u>883.00</u>
United Fire Equipment Company (Recommended)	<u>856.58</u>
Skaggs Public Safety Uniforms (Recommended)	<u>816.18</u>
Universal Police Supply Company (Recommended)	<u>782.05</u>

Pre-Qualified Vendors Awarded 8/19/2019

JRs Shoes and Boots, LLC

Red Wing Shoe Store – East Valley

Shoppers Supply