



City Council Report

Date: November 15, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
 Kristy Garcia, Procurement Administrator
Subject: Dollar Limit Increase to the Term Contract for Moving Services for the Mesa Police Department) **(Citywide)**

Recommendation

Council is requested to approve the contract amendment as recommended.

The Police and Business Services Departments and Purchasing recommend increasing the dollar limit with Modlogics, LLC by \$25,000, from \$25,000 to \$50,000 for Year 1 of the term contract, based on estimated requirements.

Background / Discussion

This contract provides moving services including but are not limited to, moving of office furniture, modular furniture, supplies and equipment, computer equipment, vertical and lateral files, cabinets, boxes, files, books, pictures, laboratory equipment, within a building or from one building to another, or different locations within the City including pickup, delivery, placement and removal of moving debris as requested by the City, ensuring the smooth and on-time relocation of the offices specified by the City's work order.

On March 9, 2021, management administratively approved a three-year term contract to the highest scored proposal from Modlogics, LLC at \$25,000 annually. As part of their rehabilitation project, the Police Department requires moving services and the dollar limit increase to move the Mesa Advocacy Center to three locations by the end of this year.

Purchase Information

Action: Amendment
 Procurement Type: Request for Proposals
 Contract Number: 2021046
 Quote No.: Q-1015
 Initial Contract Term: Three years
 Possible Renewals: Up to a maximum of two years subject to Administrative review and approval
 Funding Source: Police Department operating budget

Dollar Limit History

Original Management Administrative Award – 3/9/2021:	\$25,000.00
Dollar Limit Increase Request (for Year 1) – 11/15/2021:	<u>\$25,000.00</u>
New Contract Value (Year 1 thru 3/31/2022):	<u>\$50,000.00</u>
Years 2 and 3 Contract Amount Unchanged:	\$25,000.00