



City Council Report

Date: October 3, 2022
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for T-Shirts, Artwork and Graphics for the Parks, Recreation and Community Facilities (PRCF) Department **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Parks, Recreation and Community Facilities Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the four, highest scored proposals from Billy E. Hancock Jr. dba F&B Graphics; Kimball Concepts, Ltd.; Vida Ventures, Inc. dba Rainbow Graffixx (all Mesa businesses); and Koehler Parker Inc. dba LogoWear Express at \$45,000 annually, based on estimated usage.

Background / Discussion

This contract will provide pre-qualified vendors to supply screened t-shirts, artwork and graphics for the PRCF Department. Approximately 20,000 t-shirts will be purchased throughout the year in varying quantities and colors with a variety of artwork styles. The shirts are furnished to support special events, program participants, volunteers, officials and administrative staff.

The City solicited Request for Proposals and received seven (7) proposal responses of which five (5) met the minimum qualifications and two were deemed as non-responsive. The evaluation committee evaluated and scored the five proposals relative to the scoring criteria in the solicitation. Based on the evaluation results, the committee recommends award to the four, highest scored proposals.

Purchase Information

Action: Award
Procurement Type: Request for Proposals
Contract Number: 2022263
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 subject to Administrative review and approval

Funding Source: Parks, Recreation and Community Facilities Department General Fund operating budget

Final Scoring

Respondent	Total Points Possible / 100
Vida Ventures, Inc. dba Rainbow Graffixx - Mesa, AZ (Recommended – Pre-Qualified Vendor)	<u>84.6</u>
Billy E. Hancock Jr. dba F&B Graphics - Mesa, AZ (Recommended – Pre-Qualified Vendor)	<u>79.0</u>
Koehler Parker Inc. dba LogoWear Express - Chandler, AZ (Recommended – Pre-Qualified Vendor)	<u>78.8</u>
Kimball Concepts, Ltd. - Mesa, AZ - Mesa, AZ (Recommended – Pre-Qualified Vendor)	<u>74.0</u>
Lane Award Manufacturing - Phoenix, AZ	69.0

Deemed non-responsive:

Brown and Bigelow Inc. – Did not include the information as required by the solicitation
Southern Grace Creations, LLC – Did not include the information as required by the solicitation