



# City Council Report

**Date:** May 22, 2017  
**To:** City Council  
**Through:** Mike Kennington, Chief Information Officer  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** One-Year Renewal Contract for the Safety Shoe Program for the Human Resources Department **(Citywide)**

## Purpose and Recommendation

Council is requested to approve the Renewal Contract for the Safety Shoe Program as recommended.

The Human Resources Department and Purchasing recommend authoring the renewal contract with American Safety Shoe Co. Inc.; Boot Barn (a Mesa business); Bound Tree Medical LLC; International Corporate Apparel; J.R.'s Shoes and Boots; LeHigh Outfitters; Red Wing Shoes (a Mesa business), United Fire Equipment; and Universal Police Supply; cumulatively not to exceed \$150,000.00, based on estimated requirements.

## Background / Discussion

The City is responsible for ensuring employees who are, or expected to be, exposed to certain workplace hazards are provided the proper personal protective equipment (PPE) to avoid on the job injury and/or illness. There are approximately 1,000 employees in over 80 job titles that require PPE for foot protection.

The contract provides a list of qualified vendors for safety shoes for 750 City employees who perform jobs where safety shoes are required. The City provides an \$85.00 allowance for approximately 900 pairs of shoes purchased annually. The City requires the qualified vendors to meet all the Safety Shoe Program criteria. In addition, at the City's sole discretion, these suppliers may be added to or deleted from the City's Qualified Vendor List at any time upon 30-days advance written notice.

On April 21, 2014, Council approved the initial three-year contract with two, one-year renewal options. This is the first, one-year renewal contract with a one-year renewal option remaining.

All nine vendors (American Safety Shoe Co. Inc.; Boot Barn (a Mesa business); Bound Tree Medical LLC; International Corporate Apparel; J.R.'s Shoes and Boots; LeHigh Outfitters; Red Wing Shoes (a Mesa business), United Fire Equipment; and Universal Police Supply) have offered to renew the contract without a pricing increase. These vendors all meet the objective of the City's Safety Shoe program in services, convenience,

billing, OSHA product specifications, reasonable pricing, employee eligibility and reporting. The number of vendors is appropriate and important so that employees are given ample options to ensure the safety shoe meets the safety requirements for the work performed. The City has been extremely satisfied with each vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

### **Alternatives**

Council may choose not to authorize the purchase and new responses will be solicited.

### **Fiscal Impact**

The annual contract amount of \$150,000.00 is available through various City Departments using the contract for their purchases.

### **Coordinated With**

Human Resources – Safety Services and Purchasing

### **PURCHASING INFORMATION**

Action: Renewal Authorization

Procurement Type: Request for Proposals

Solicitation Number: 2014135

Responses Received: 9

Initial Contract Term: Three Years

Renewal Term: One Year

Renewal Terms Remaining: One-year renewal subject to future Council consideration

### **Proposals received on January 22, 2014**

American Safety Shoe Co. Inc. – Tempe, AZ

Boot Barn – Mesa, AZ

Bound Tree Medical LLC – Dublin, OH

International Corporate Apparel – Phoenix, AZ

J.R.'s Shoes and Boots – Gilbert, AZ

LeHigh Outfitters – Nelsonville, OH

Red Wing Shoes – Mesa, AZ

United Fire Equipment – Tempe, AZ

Universal Police Supply – Tempe, AZ

"No Bid" received from MES Fire – Tempe, AZ

### Proposal Scoring Results

Elements / Possible Points	LeHigh Outfitters*	American Safety Shoe Co. Inc.*	Red Wing Shoes*	J.R.'s Shoes and Boots*	Boot Barn*	Bound Tree Medical LLC*	United Fire Equipment*	Universal Police Supply*	International Corporate Apparel*
Conformance with Shoe Specifications / 30 points	30	30	30	30	30	30	30	30	30
Convenience of Service / 20 points	15	20	20	20	20	15	15	15	10
Management Reports / 10 points	10	10	10	7	10	5	10	10	0
Warranty / 20 points	20	15	20	20	10	10	10	10	10
Price / 20 points	20	17	10	11	13	18	11	8	20
<b>Total / 100 Points</b>	<u><b>95</b></u>	<u><b>92</b></u>	<u><b>90</b></u>	<u><b>88</b></u>	<u><b>83</b></u>	<u><b>78</b></u>	<u><b>76</b></u>	<u><b>73</b></u>	<u><b>70</b></u>

\*(Awarded)

## **RENEWAL RECOMMENDATION**

Description
<p>Pre-qualified vendors to provide safety shoes for City employees. Qualified vendors must meet all Safety Shoe Program criteria. At the City's sole discretion, suppliers may be added to or deleted from the Qualified Vendor List any time upon 30-days advance written notice.</p> <p><u>Qualified Vendors List:</u> American Safety Shoe Co. Inc. – Tempe, AZ Boot Barn – Mesa, AZ Bound Tree Medical LLC – Dublin, OH International Corporate Apparel – Phoenix, AZ J.R.'s Shoes and Boots – Gilbert, AZ LeHigh Outfitters – Nelsonville, OH Red Wing Shoes – Mesa, AZ United Fire Equipment – Tempe, AZ Universal Police Supply – Tempe, AZ</p> <p><b>Annual Contract Amount: <u>\$150,000.00</u></b> (cumulatively not to exceed)</p>