



City Council Report

Date: November 16, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Public Restroom Furnishings Equipment/Parts for the Parks, Recreation and Community Facilities Department **(Single Response) (Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Parks, Recreation and Community Facilities Department (PRCF) and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the single, responsive and responsible proposal from Partitions & Accessories (a Mesa business), at \$80,000 annually, with an annual increase allowance of up to 5%, or the adjusted Consumer Price Index.

Background / Discussion

The Parks, Recreation and Community Facilities Department currently maintains 43 public restroom facilities. This contract will provide multiple brands of public restroom furnishings/equipment for routine maintenance, repair and replacement. The contract requires the contractor to provide a full range of equipment to meet the needs of the City.

This is the second solicitation the City has made for Public Restroom Furnishings, the first solicitation the City received no responses. In addition to the firms on the registered vendor lists, PRCF provided additional vendors to reach out to and Purchasing notified these vendors of the solicitation. Vendors had reasonable opportunity to respond and the City received a single response. PRCF and Purchasing recommend award to the single, qualified respondent, Partitions & Accessories. Pricing is based on a discount off of list price and appears to be fair and reasonable.

Purchase Information

Action: Award
Procurement Type: Request for Bids
Contract Number: 2021043
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 operating budget (Vandalism, Parks, Sports Fields and Aquatics Activities)

Single Proposal Response

Partitions & Accessories - Mesa, AZ