



City Council Report

Date: June 21, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Term Contract with Three Years of Renewal Options for Walk-In Groceries and General Retail Merchandise for Various Citywide Departments and Strategic Alliance for Volume Expenditures (S.A.V.E.) Cooperative Members **(Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Business Services Department and Purchasing recommend authorizing the purchase using the Dysart Unified School District cooperative contract with Bashas/Food City, Costco, Fry's Food and Drug, and Sam's Club at \$160,000 annually, based on estimated requirements.

Background / Discussion

Dysart Unified School District, as a member of S.A.V.E., acted as the lead agency for this solicitation. The City of Mesa can utilize this contract as a S.A.V.E. member. Mesa specifically expressed an interest in using these contracts upfront to the lead agency and was identified in the solicitation document. The City of Mesa has used these vendors for many years.

The purpose of establishing these contracts is to allow agencies to purchase affordable groceries and miscellaneous items within convenient proximity to our facilities. The contract provides competitive pricing from multiple local retail vendors. This is a citywide contract that multiple departments use and rely on to provide goods and services to their internal and external customers, and employees. Main users include the Warehouse, Fire and Medical, Police, Recreation, Mesa Art Center, I.D.E.A. Museum, Fleet Services, Information and Technology, Library Services, and Falcon Field.

Sam's Club and the other vendors are their source for copy paper, bottled water, Gatorade, kitchen supplies, art supplies, food items and supplies for various events, cleaning supplies, recognition items, and miscellaneous office supplies.

Purchase Information

Action: Award

Procurement Type: Cooperative Contract Use

Contract Number: 2021168

Contracting Agency/Contract Number: Dysart Unified School District/21-3201-006

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: One Year

Possible Renewals: Up to a maximum of three years subject to Administrative review and approval

Funding Source: Individual Department's operating budget