



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

Repl #30

2. Council Meeting Date:

April 12, 2007

TO: MAYOR & COUNCIL

3. Date Prepared: March 26, 2007

THROUGH: CITY MANAGER

4. Requesting Department:
Management Services

5. SUBJECT: Approve use of State of Arizona contract #AD020241-001-A6 and City of Tucson Contract #073035 for the purchase of Promotional Items in a combined amount not to exceed \$40,000.

6. RECOMMENDATION: Recommend use of the State of Arizona contract #AD020241-001-A6 and City of Tucson Contract #073035 for the purchase of promotional items in a combined amount not to exceed \$40,000.

7. HISTORICAL BACKGROUND/DISCUSSION: The State of Arizona Procurement Office and the City of Tucson issued bids for promotional items and award was made to several vendors. Promotional items are purchased by various divisions through-out the year and used for such things as City sponsored events and giveaways for other departments. The subject contracts are all catalog discount-based.

8. EVALUATION PROCESS: The State of Arizona Procurement Office and the City of Tucson issued bids for promotional items and award was made to several vendors. City staff would like to utilize these contracts to gain the contract discounts and savings available by purchasing from a larger contract.

9. FINANCIAL IMPLICATIONS: Funds for promotional items will come from the various division's budget.

10. PROPOSED MOTION: Move to approve the use of State of Arizona contract #AD020241-001-A6 and City of Tucson Contract #073035 for the purchase of promotional items in an amount not to exceed \$40,000 per staff recommendation.

APPROVALS

11. Requesting Department

Robert Combs

Robert Combs, CPPB, Purchasing & Materials Manager

12. Department Head

O.D. Burr 4/11/07

O.D. Burr, Acting Management Services Director

13. Buyer

Sharon Brause, CPPB

Sharon Brause

14. City Manager

W. Mark Pentz

W. Mark Pentz

Commonly Purchased Promotional Items

Coffee cups / insulated travel mugs

Stress balls

Pencils and pens

Magnets

Rubber balls

Shirts

Fanny packs

Pins

Letter openers

Calculators

Note cubes

Rulers

Portfolios

Key chains

Calendars

Clocks

Lunch totes

Miniature solid waste containers



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