



PURCHASING ITEM FOR COUNCIL AGENDA

1. Agenda Item Number:

37

2. Council Meeting Date:

September 25, 2008

TO: MAYOR & COUNCIL

3. Date Prepared: August 27, 2008

THROUGH: CITY MANAGER

4. Requesting Department: Management Services

5. SUBJECT: Approve purchase of Safety Supplies & Equipment from Complete Safety, Arizona Glove & Safety, Fisher Scientific, Conney Safety and SWABS-AZ, utilizing the City of Tempe Contract #08-176 in an amount not to exceed \$70,000.

6. RECOMMENDATION: Request purchase of Safety Supplies & Equipment from Complete Safety, Arizona Glove & Safety, Fisher Scientific, Conney Safety and SWABS-AZ, utilizing the City of Tempe Contract #08-176 in an amount not to exceed \$70,000.

7. HISTORICAL BACKGROUND/DISCUSSION: Safety supplies & equipment have been bid by the City of Tempe and the contract was awarded to Complete Safety, Arizona Glove & Safety, Fisher Scientific, Conney Safety and SWABS-AZ. In accordance with the contract, all vendors offer discounts off list price for all types of safety supplies & equipment. Some items include gloves, Gatorade, safety goggles, first aid supplies, safety vests and ear protection. Various departments use these supplies, with the Fire Department being the primary user. The items are stored and distributed by Central Supply. During the past year, approximately \$60,000 has been expended for the purchase of safety supplies & equipment. The City of Tempe and City of Chandler jointly bid and awarded the previous contract. The contract had exhausted all extensions and the contract was re-bid.

8. EVALUATION PROCESS: In August of 2008, The City of Tempe issued a bid for Safety Supplies & Equipment. All registered vendors were notified and 12 vendors responded. Bids were received and evaluated. The City of Chandler was a participating agency in the bidding process, including the evaluation of the vendors. Samples were requested and reviewed for compliance to specifications. A purchase order will be used as the form of contract and the City has an approved Intergovernmental Agreement with the City of Tempe.

9. FINANCIAL IMPLICATIONS: Funds for the requested supplies will be paid through the General Fund, Central Supply Inventory account, 101.0000.0000.1516, and will be charged back to individual departments' medical and safety supplies account as issued.

10. PROPOSED MOTION: Recommend approval use of City of Tempe contract #08-176 for the purchase of safety supplies & equipment from Complete Safety, Arizona Glove & Safety, Fisher Scientific, Conney Safety and SWABS-AZ for a total amount not to exceed \$70,000 per staff recommendation.

APPROVALS

11. Requesting Department

William Robinson, Central Supply Supervisor

12. Department Head

Dennis Strachota

13. Purchasing Specialist

Kristy Garcia, CPPB

14. City Manager

W. Mark Pentz