



Legislation Text

File #: 24-1816, **Version:** 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: June 26, 2024
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Donzell Gipson

SUBJECT

Authorize a three-year master agreement for the purchase of reflective and non-reflective sheeting material for sign making for the Department of Transportation - Avery Dennison Corporation, lowest responsible bidder of five - Estimated amount of \$1,537,350.00 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide for the purchase of reflective and non-reflective sheeting material for sign making for the Department of Transportation. This master agreement will be used to purchase reflective and non-reflective sheeting used for signs by the Department of Transportation to fabricate traffic, regulatory, and special signs needed throughout the City.

Reflective and non-reflective sheeting material is used in the production of (but are not limited to):

- Traffic control signs as stop, speed limit, yield, and no turn signs
- Warning signs such as pedestrian crossing, dip, and curve
- Street name signs and overhead street name signs found at signalized intersections

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 25, 2018, the City Council authorized a three-year master agreement for reflective and non-reflective sheeting for signs with Avery Dennison Corporation by Resolution No. 18-0618.

FISCAL INFORMATION

Fund	FY 2024	FY 2025	Future Years
General Fund	\$170,816.67	\$341,633.33	\$1,024,900.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal
\$1,537,350.00	Goods	32.00%
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
0.00%	0.00%	\$0.00
<ul style="list-style-type: none"> The Request for Bid method of procurement resulted in the lowest responsive bidders being selected. Avery Dennison Corporation - Non-local; Workforce - 0.00% Local 		

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BG24-00023966. We opened them on March 15, 2024. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
*Avery Dennison Corporation	7542 North Natchez Ave. Niles, IL 60714	\$1,537,350.00
Lightle Enterprise of Ohio, LLC	22 East Springfield St. Frankfort, OH 45628	\$2,335,260.00

Centerline Supply	530 Jesse St. Grand Prairie, TX 75051	\$2,536,264.00
Aramco, Inc.	1480 Grandview Ave. Paulsbor, NJ 08066	\$2,690,556.00
Safeway Sign Company	9875 Yucca Rd. Adelanto, CA 92301	\$2,927,926.00

OWNER

Avery Dennison Corporation

Deon Stander, Chief Executive Officer