

**CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 9/11/2014
Agenda Item: 5B6**

ACTION: Award a one-year contract with four, one-year renewal options to CAID Industries for the purchase of modular traffic signal poles and mast arms overseen by the Public Works Department.

FISCAL IMPACT: Total cost of this contract shall not exceed \$250,000 during the initial one-year contract period. Sufficient funds have been appropriated in the Traffic Signal Capital Improvement Program Fund – cost center 6906209 (New Signals/Safety Upgrade) – for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Award the contract.

BACKGROUND INFORMATION: (RFP 15-045) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for the purchase of modular traffic signal poles and mast arms. The City has a total of 226 signalized intersections.

This contract is for the purchase of poles and mast arms used to signalize new intersections and to replace existing poles or mast arms which require replacement because of damage or as a result of an accident.

Evaluation Process

Two firms submitted offers which were reviewed by a committee comprised of Public Works and Procurement staff. The responses were scored on the following criteria – sub categories carry equal weight unless otherwise noted:

Criteria	Weight
Cost	8 (47%)
Qualifications/Experience of Firm	4 (24%)
Delivery Time, Ability to Meet Specifications and Warranty	4 (24%)
Experience of firm	
References	
Overall response to RFP	1 (5%)
Quality, Composition and Completeness of Response	
Firms acceptance of City of Tempe Terms and Conditions	

Results of Scoring

The committee reviewed the submittals and scored them as shown in the tables below:

Firm	Score	Expected Purchases – Year 1 of Contract	Total Cost for all Types and Sized of Poles
CAID Industries	160.30	\$244,323	\$398,287
VSI Sales	141.07	\$334,450	\$508,976

It is the recommendation of the committee to award a contract to CAID Industries, the high scorer, who has met all City of Tempe specifications at the lowest cost.

ATTACHMENTS: Vendor RFP Documents

STAFF CONTACT(S): Shelly Seyler, Deputy Public Works Director – Transit/Traffic Engineering, (480) 350-8854

Department Director: Renie Broderick, Internal Services Manager

Legal review by: David Park, Assistant City Attorney

Prepared by: Tony Allen, CPPB, Procurement Officer