



PURCHASING DIVISION REPORT

June 19, 2013

AWARDING OF BIDS & PROPOSALS:

1. PC- 120417 – Vehicles & Equipment: Parts, Repairs & Services - Recommend Ed Whitehead's Tire County be added to the contract for a term of one (1) base year (May 8, 2013 through April 7, 2014) with four (4) one year renewal options to run concurrent with the original award.. The estimated annual expense including the original award is \$750,000. The Board is requested to authorize the Director of Finance or County Manager to act on this contract up to their delegated authority. This contract will be used by multiple County departments.
2. PC-122018 – Printing & Mailing of Property Tax Documents - Recommend The Masters Touch be awarded the contract for a term of one (1) base year (June 19, 2013 through June 18, 2014) with four (4) one year renewal options. The estimated annual expense of this award is \$170,000. The Board is requested to authorize the Director of Finance or County Manager to act on this contract up to their delegated authority. This contract will be used by the Treasurers Office.
3. PC-122218 – Maintenance, Repair & Operating Supplies – Recommend the companies below we awarded the contract for a term of on (1) base year (June 19, 2013 through June 18, 2014) with four (4) on year renewal options.

Advanced Mechanical	Coolidge Engine & Pump
Air Compressors, Inc	Crescent Electric Supply
Al & Riley's Air Conditioning	Dub's Plumbing
American Refrigeration Supply	High Grade Rentals
Armor Plumbing	Precision Electric Co. Inc.
Best Hardware	Pueblo Mechanical & Controls
Bestway Electric Motor	Refrigeration Supplies Distributor
Border States Electric Supply	Shaw's Interiors
Central Arizona Supply	Superior Cleaning Equipment, Inc.
Climatec Building Technologies Group	Trane US Inc

The estimated annual expense of this award is \$400,000. The Board is requested to authorize the Director of Finance or County Manager to act on this contract up to their delegated authority. This contract will be used by multiple County departments.



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CONTRACT RENEWALS:

1. RFP 07-33-13 – Collections Agency Services – Recommend approval of modification #5 to extend the term of the contract with Municipal Services Bureau. This will be a 90 day extension. The new expiration date will be November 5, 2013. This contract is used by multiple County departments. There is no cost to the County for this service.

*Removed
-not
approved*

~~2. RFP 10-18-16 – Detention Food Services - Recommend approval of modification #2 to exercise the 2nd annual renewal with Trinity Services Group. This also includes a price increase of 2.5% per meal. The County spent just over \$1.5 million with this vendor in the past year. It is anticipated that a slightly higher amount will be spent in the coming year. This contract is used by Adult and Juvenile Detention.~~

3. PC-120717 – Nurse Practitioner Services – Recommend approval of modification #1 with Concentric Healthcare Staffing. This modification adds line items for on-call and call back services. On-call services is \$8 per hour and call-back will be billed at 1.5 times the bill rate. This contract is used by both Correctional Health and Public Health.

CONTRACTS FOR SIGNATURE:

PO #	AMOUNT	VENDOR	ITEM	DEPT.
1. 226314	\$41,354 (initially) \$4,577 (annual maint & support)	SHI	Questica Budget Software Agreement	PCSO

The Board is notified of the following procurements under \$250,000 that were signed as authorized by Resolution 021506-CM. This resolution authorizes the Director of Finance and/or the County Manager to execute and sign contracts on behalf of the County without prior Board approval:

Cooperative Purchasing Agreement Procurements between \$50,000 and \$250,000:

PO #	AMOUNT	VENDOR	ITEM	DEPT.
1. 226427	\$74,252.07	Midway Chevrolet	3 Chevy Impalas	Juvenile Detention
2. 137407	\$108,957.00	Vanguard	Truck Tractor	Public Works

APPROVED this 19th day of June, 2013

[Signature]
Chairman, Pinal County Board of Supervisors

ATTEST *[Signature]*
CLERK



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Offer and Acceptance

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

OFFER AND ACCEPTANCE FORM

TO PINAL COUNTY:

The undersigned hereby offers and agrees to furnish the material, service, or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation.


 Authorized Signature Manager
Title
Chris Corbett
 Printed Name 5-30-13
Date
Ed Whiteheads Tire Pros 520-836-3135
 Company Name Telephone
313 N Mericopa St Casa Grande, AZ 85122
 Address City, State, Zip

For clarification of this offer, contact:

Name: Chris Corbett Phone: 520-836-3135 Fax: 520-836-6980

ACCEPTANCE OF OFFER (For Pinal County Use Only)

The offer is hereby accepted and the Responder is now bound to sell or provide the materials, services, or construction as indicated by the Purchase Order or Notice of Award and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Offer as accepted by Pinal County.

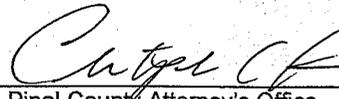
The contract is for:

This contract shall henceforth be referenced to as Contract No. PC-120417. The Offeror is cautioned not to commence any billable work or to provide any material or service under this contract until Offeror receives an executed purchase order or notice to proceed.

Awarded this 19th day of June 2013

Stephen Q. Miller Chairman
 Name (Print) Title Signature

Approved as to form:


 Pinal County Attorney's Office



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OFFER AND ACCEPTANCE FORM – Page 2

By signing the previous page of the Offer and Acceptance Form, Responder certifies:

- A. The submission of the bid did not involve collusion or other anti-competitive practices.
- B. The Responder shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
- C. The Responder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Submittal.
- D. The Responder certifies that it complies with Executive Order 12549 related to Federal Government Debarment and Suspension (see 4-7)
- E. The Responder certifies that the individual signing the bid is an authorized agent for the Responder and has the authority to bind them to the contract.
- F. **Intergovernmental Cooperative Purchasing**

The County has entered into various cooperative purchasing agreements with other Arizona government entities in order to conserve resources, reduce overhead and purchase costs and improve delivery time. The contract resulting from this Solicitation may be extended for use by other municipalities, school districts and government agencies in the State of Arizona with the approval of the Contractor. Orders placed by other agencies and payment thereof will be the sole responsibility of that agency. The County shall not be responsible for any disputes arising out of transactions made by others.

Pursuant to PC-112217 Special Terms and Conditions, paragraph 5, titled Eligible Agencies (Cooperative Usage, Responder shall designate whether other governmental entities will be allowed to purchase from this contract:

Yes []

No []

Ed Whiteheads Tie Pros
Firm


Authorized Signature



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RFP PC-120417
Vehicles & Equipment: Parts,
Repairs & Services –
Supplemental Response Form

Pinal County
Finance Department
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Responder Name: *Responder Response*

Responders shall complete the following Response Form, indicating their responses in the spaces provided. Additional pages may be added so long as they are clearly referenced in the spaces provided.

Please note: Any exception and the total number of exceptions taken will negatively affect your evaluation score. Compliance to Terms & Conditions has been identified as an evaluation criteria for this Solicitation.

Any exception not contained within this section of the Solicitation will be deemed invalid and will not be considered.

Acceptability of Responses

Offers that do not include this completed Response Form or that do include an incomplete Response Form or that include a completed Response Form with unacceptable responses may cause the entire offer to be deemed unacceptable and therefore non-responsive.

1 Price

Responders shall complete the following pricing tables below.

1.1 Parts (per Section 2.1.1 of the Statement of Work)

Responder shall state the offered discount for parts in the table below. Pricing shall be a discount from list or published price. Using blank spaces in the tables below, Responder shall state additional discounts offered on other parts provided that could benefit Pinal County.

Responder Response

Manufacturer	% Discount from List Price or Published Price	Source for Manufacturer's pricing (website, etc.)
Allis Chalmers		
Allmand		
Artic Cat		
Bear Cat		
Big Tex		
Blue Bird		
Broce		
Carson		
Case		
Caterpillar		



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RFP PC-120417
**Vehicles & Equipment: Parts,
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Chevrolet		
Craico		
Dodge		
EZ-Go		
Fleming		
Ford		
Freightliner		
GMC		
Gorman Rupp		
Gravely		
Haul Mark		
Honda		
Hummer		
Hyster		
Ingersoll Rand		
International		
Interstate		
Isuzu		
Jeep		
John Deere		
Kenworth		
Kodiak		
Kubota		
Landa		
Mega		



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Nissan		
Oldsmobile		
Pace		
Polaris		
Peterbilt		
Pontiac		
Porter		
Ranco		
Rosco		
Solar Tech		
Suzuki		
Towmaster		
Trail King		
Trail-Eze		
United Truck Equipment		
Vermeer		
Water Buffalo		
Western Star		
White/GMC		
Yale		
Other		
Expedited parts delivery fee (Fixed fee, not discount from list price)		



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1.3 Other services or major services (other than listed above in section 1.2)

Responder shall provide labor rates and fees listed below. Note: Any fees or rates not included will not be considered part of the final contract. Parts as needed for repairs may be charged in excess of labor rates/shop fees/etc. Parts shall be a discount from list price. Responders shall include such parts in section 1.1 pricing table above.

Description	Rate	Comment
Shop labor rate	75.00	National Account Rate
Shop labor rate – after hours	\$122.00	"
Field service call rate	\$66.00	
Field service call rate – after hours	122.00	minimum 2 Hours billed
Mileage	8	
Hazardous Waste Fee	3.95	
Environmental Fee	3.95	
Shop supplies	9.50	
Other Fuel Surcharge	9.88	Road Service Only
Other		



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2 Capacity of Offeror

2.1. Responder shall provide:

2.1.1 Name, Title and email address of Primary Responder

Responder Response

2.1.2 Address, phone, fax and email address of Primary Servicing Office

Responder Response

2.1.3 Address, phone, fax and email address of additional Servicing Offices (if different than 2.1.2)

Responder Response

2.1.4 Name, Title and email address of Key Personnel assigned to Pinal County. Responders shall include a description of their responsibilities under the contract (Ordering, Billing, Customer Service, etc).

Responder Response

2.2 Responder shall provide general background information regarding their company. Responder shall describe in detail their overall experience in the industry relative to the Products and/or Services offered. Responders shall include at least three (3) references in this regard.

Responder Response

2.3 Responder shall describe the services or materials offered in response to Section 2 - General Requirements in the Statement of Work on page 11 of the Request for Proposal (Section 2.1.2).

Responder Response

2.3.1 Responder will indicate which flat rate manual will be used that is compatible with the vehicle or equipment being serviced. Include Name, Date and Volume.

Responder Response (if applicable)

2.4 Responder shall describe their compliance with Section 3 – Specific Requirements in the Statement of Work on page 11 of the Request for Proposal.

2.4.1 Certified as a manufacturer's authorized service facility – indicate which manufacturers. Responders shall include a copy of the certification or include a letter from the manufacturer.

Responder Response

2.4.2 Certification of technicians – indicate which certifications (ASE, etc). Responders shall include a copy of the certifications as applicable.

Responder Response

2.4.3 Service hours of operation

Responder Response

2.4.4 Responder shall describe how service trucks are generally equipped in order to comply with the Scope of Work.

Responder Response (as applicable)

2.5 Responder shall indicate which County locations (cities) they will provide on-site services and repairs per

Section 3.1.3 of the Statement of Work (for example, a Coolidge vendor may want to provide services to Coolidge and Florence only).

Responder Response (if applicable)



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2.6 Responders shall indicate the types of vehicles your facility can repair:

- 2.6.1 Light Duty Vehicles (1 ton and below):
- 2.6.2 Medium Duty Vehicles (1-1/2 ton to 26,000 GVW):
- 2.6.3 Heavy Duty Vehicles (26,000 GVW and Heavier):
- 2.6.4 Heavy Equipment (Off Road):

2.7 Responder shall specify which of the Fleet Maintenance yards to which they would provide expedited parts delivery service. See Exhibit 1 for a list of locations. Include any fees associated with expedited delivery on price list in Section 1.1.

- 2.7.1 Location
Responder Response (if applicable)
- 2.7.2 Frequency
Responder Response (if applicable)
- 2.7.3 Same day delivery
Responder Response (if applicable)

3 Method of Approach

3.1 Responder shall describe in detail their methodology in providing any inventory replacement program, scheduled maintenance program, etc. (if offered), to assist and improve the scheduling of general maintenance and upkeep of vehicles and equipment in accordance with Statement of Work paragraph 3.3.

Responder Response

4 Conformance to Terms and Conditions and Statement of Work

Response Form Responses

 Responder Name have read, understand, and shall comply with all Terms and Conditions and Scope of Work. Responders that accept the County's Terms and Conditions and Instructions shall check **YES** or **NO** to clearly indicate their acceptance. Responders who take exception to the County's Terms and Conditions and Scope of Work shall likewise clearly indicate their exception and provide Responder's suggested language.

 YES, I acknowledge that I have read and understand all Terms and Conditions and the Scope of Work and will comply in any resultant contract.

 NO, I acknowledge that I have read, understand all Terms and Conditions and the Scope of Work and will comply in any resultant contract with the exceptions listed below.

Exceptions (If checked NO)



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Responders that take exception to any Terms and Conditions or Scope of Work shall justify their exception as well as proposing any changes to the County's language with the Responder's suggested changes clearly indicated. Additional pages may be added so long as they are clearly referenced in the spaces provided. Please note that taking exception to any Terms and Conditions or Scope of Work may affect your evaluation score. Both the number of exceptions and the severity of the exceptions can affect your score and may have you deemed non-responsive for this solicitation.

Cite the specific Term and Condition for which an exception is taken: **Responder Response**

Responder's justification for the exception: **Responder Response**

Responder's suggested changes: **Responder Response**