

## Staff Summary Report

---

**Council Meeting Date:** 03/26/2009

**Agenda Item Number:** \_\_\_\_\_

**SUBJECT:** Request to award a two-year contract with three one-year renewal options to Steele Quality, LLC dba Quality Vans for the design, construction and potential future expansion and upgrade of a mobile educational recycling information center (E.R.I.C.) for use by the Solid Waste Division of Public Works. The mobile education unit will be used to educate Tempe residents in proper recycling practices thereby increasing the amount of materials sent for recycling and lowering the amount of recyclables in the waste stream.

**DOCUMENT NAME:** 20090326fsta17

**PURCHASES (1004-01)**

**SUPPORTING DOCS:** Yes

**COMMENTS:** (RFP09-094) Total amount not to exceed \$170,000 during the initial two-year contract period.

**PREPARED BY:** Tony Allen, Procurement Officer, 480-350-8548

**REVIEWED BY:** Michael Greene, CPM, Central Services Administrator, 480-350-8516  
Glenn Kephart, Public Works Manager, 480-350-8205  
John Osgood, Deputy Public Works Manager, Field Operations, 480-350-8949  
Mary Helen Giustizia, Solid Waste Services Superintendent, 480-350-8151

**LEGAL REVIEW AS  
TO CONTRACT FORM  
ONLY:** N/A

**FISCAL NOTE:** Funding for the anticipated \$120,000 expenditure in the current fiscal year will come from a \$60,000 Arizona Department of Environmental Quality grant and City Solid Waste trash recycling program funds appropriated in cost center 3712, 3713 and 3716.

Anticipated future unit expansion and upgrades in the second year of the contract may come from these funding sources in addition to an educational reimbursement fund negotiated as part of the City's recycling contract with Hudson Baylor and from vendor sponsorship of display elements in the ERIC unit.

**RECOMMENDATION:** Award the contract.

**ADDITIONAL INFO:** The City of Tempe issued a Request for Proposal to provide for the design, construction and to provide for potential future expansion and upgrading of a mobile education/recycling information center to be utilized by the Public Works Department to increase awareness of and educate the public about the benefits of recycling including waste reduction, reuse of materials and the lower landfill costs associated with diversion of recyclables from the landfill. The unit has been named ERIC and will be the centerpiece of the Tempe's recycling program initiatives. The unit will be showcased at Tempe downtown events, taken to schools, multi-family housing areas, sporting events and conventions throughout the Valley. Three firms responded to the Request for Proposal. A committee comprised of Public Works, Fleet Maintenance and Procurement staff reviewed the submitted proposals. It is the recommendation of the committee to award the contract to Steele Quality, LLC dba Quality Vans, the overall high scorer.

## Vendor's Offer

It is required that Offeror complete, sign and submit the original of this form to the City Procurement Office with the proposal response offer. An unsigned "Vendor's Offer", late proposal response and/or a materially incomplete response will be considered nonresponsive and rejected.

Offeror is to type or legibly write in ink all information required below.

Company Name:	<u>Steele Quality LLC dba Quality Vans</u>		
Company Mailing Address:	<u>1865 S. Indian Bend Rd.</u>		
City:	State:	Zip:	
<u>Tempe</u>	<u>AZ</u>	<u>85281</u>	
Contact Person:	Title:		
<u>Ed Steele</u>	<u>Member</u>		
Phone No.:	FAX:	E-mail:	
<u>4804647007</u>	<u>4804645999</u>	<u>ed@qualityvans.com</u>	
<u>Company Tax Information:</u>			
Arizona Transaction Privilege (Sales) Tax No.:	<u>07-588178</u>	or	
Arizona Use Tax No.:			
Federal I.D. No.:	<u>86-0948180</u>		
City & State Where Sales Tax is Paid:	<u>Tempe, Arizona</u>		
If a Tempe based firm, provide Tempe Transaction Privilege (Sales) Tax No.:	<u>101979</u>		

### THIS PROPOSAL IS OFFERED BY

Name of Authorized individual (TYPE OR PRINT IN INK) Kathy LaFontain Steele

Title of Authorized Individual (TYPE OF PRINT IN INK) Manager / Member

### REQUIRED SIGNATURE OF AUTHORIZED OFFEROR (MUST SIGN IN INK)

By signing this Proposal Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other Offeror or potential Offeror. In accordance with A.R.S. 35-397, the Offeror hereby certifies that it does not have scrutinized business operations in Iran or Sudan. Failure to sign and return this form with proposal offer will be considered nonresponsive and rejected.

Kathy LaFontain Steele  
Signature of Authorized Offeror

2/20/2009  
Date

**Attachment A**

**Pricing Section, Best and Final RFP 09-094**

Line Item	Description	Cost
1.	Creative Design	\$16,900.00
1a.	Six (6) 2 dimensional printed graphic displays, One (1) 3 Dimensional Tortoise shell- A "Green" Tortoise Display. See Attachment B	\$15,600.00
2.	Trailer cost –Brown Motor Sports 38' gooseneck	\$27,732.05
3.	Materials for Outfitting of Trailer	\$33,795.00
4.	Labor for upfitting base trailer and infrastructure (non-taxable item)	\$15,000.00
5.	Exterior Graphics Wrap	\$4,750.00
	Sub-Total less applicable taxes ERIC unit, f.o.b. City of Tempe	\$113,777.05
6.	Sales Tax, 6.3% State Tax only.	\$6,222.95
	Project Grand Total Options priced separately below.	\$120,000.00

Attachment B  
Recommended Display Configuration

In order to meet the city's stated budget of \$120,000 while retaining the full educational message of the ERIC unit, we are proposing the following display and exhibit types to be included. The city may choose other configurations from the menu pricing at its discretion and according to its actual budget.

Exhibit 1: Saguaro Knows, 2D Printed Graphics Display

Exhibit 2 : What's in your garbage, 2D Printed Graphics Display

Exhibit 3 : Conversionater, 2D Printed Graphics Display

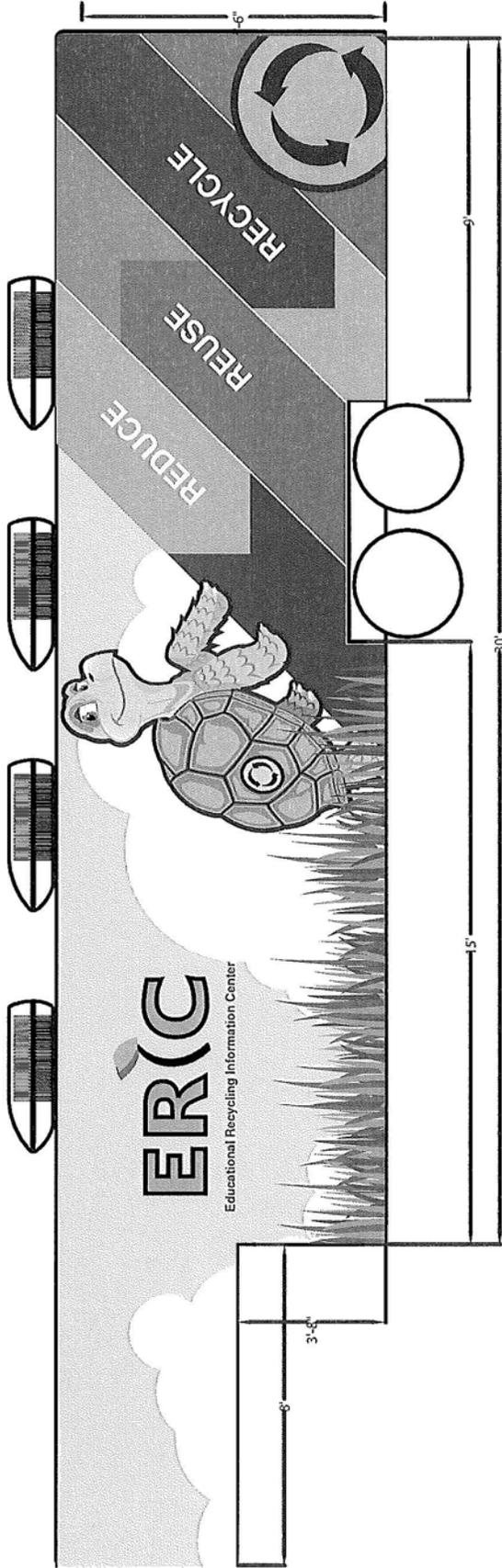
Exhibit 4 : Green House, 2D Printed Graphics Display

Exhibit 5 : Tempe Blue Barrel, 2D Printed Graphics Display

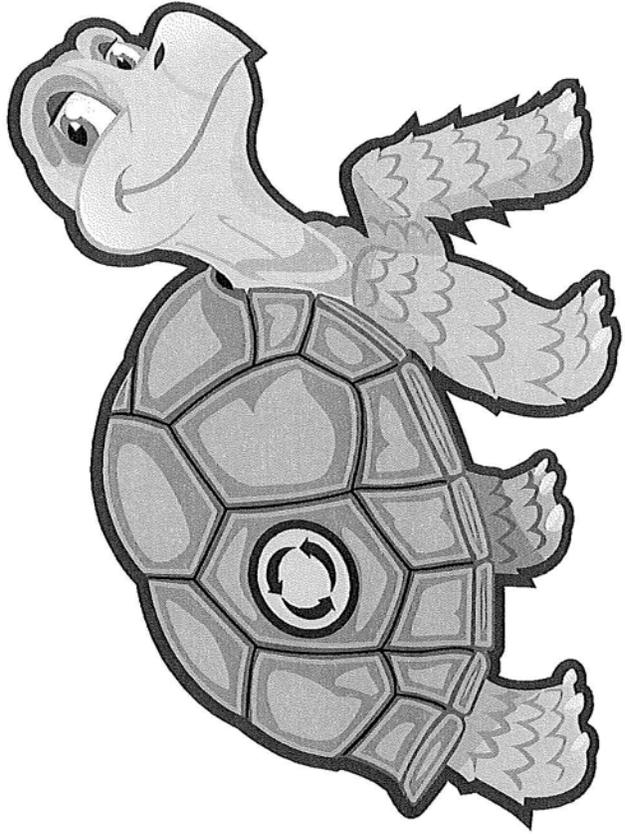
Exhibit 6 : A Palette of Plastics, 2D Printed Graphics Display

Exhibit 7: Tortoise shell- A "Green" Tortoise, 3 Dimensional Interactive

- Tortoise shell is a hodgepodge of shadow boxes, flip panels and texture panels highlighting a variety of materials including flooring, acrylics, wood, textiles, clothing, etc and their descriptions
- Local programs graphic with interchangeable panels provide information on local recycling centers and educational opportunities. Base disguises wheel well and incorporates green materials



Truck Wrap Streetside Exterior



Character Design

