



COUNCIL MINUTES

April 21, 2005

The City Council of the City of Mesa met in a Special Council Meeting in the lower level meeting room of the Council Chambers, 57 East 1st Street, on April 21, 2005 at 7:30 a.m.

COUNCIL PRESENT

Mayor Keno Hawker
Rex Griswold
Kyle Jones
Tom Rawles
Janie Thom
Mike Whalen

COUNCIL ABSENT

Claudia Walters

OFFICIALS PRESENT

Mike Hutchinson
Debbie Spinner

Mayor Hawker excused Vice Mayor Walters from the meeting.

1. Consider the following contract:

- a. Mesa Arts Center Season Brochures as requested by the Community Services Division Mesa Arts Center. (Mesa Contract 2005130).

The Purchasing Division recommends accepting the low bid from Century Graphics for a total of \$135,136.13, including postage and applicable taxes.

Mayor Hawker announced that this agenda item was continued from the April 18, 2005 Regular Council Meeting. He requested information regarding the taxable aspect of the brochures.

Mesa Arts Center Marketing/Communications Specialist Walter Morlock advised that the brochures sent via mail are not taxable, and that only the 10,000 brochures allocated for distribution at the Arts Center or at other City locations are taxable.

Mayor Hawker stated that discussion at the April 18th meeting regarding a local printing firm, Americopy Business Solutions, brought forward a potential conflict of interest issue for several Councilmembers. He noted that Americopy is not a potential bidder for the brochure contract, and he stated the opinion that the Council could consider Century Graphics' contract.

City Attorney Debbie Spinner confirmed that a Councilmember's potential conflict of interest regarding Americopy would not impact consideration of the Century Graphics' contract.

Mayor Hawker noted that as a result of the Regular Council meeting discussion, Council consideration of the Century Graphics' contract was delayed, and staff was directed to provide information regarding Purchasing policies and procedures for these types of contracts.

Materials Management Director Ed Quedens reported that staff met with Alan Heywood of Americopy and obtained information regarding the range of services that the firm is able to provide. He added that staff is working with Americopy to include the firm on the City's paper and electronic bid list, and he advised that the process has been initiated to place Americopy's qualifications on file with the City's Printing and Graphics Division.

Mr. Quedens stated that the bid opportunity for the Mesa Arts Center brochure was advertised in the East Valley Tribune, placed on the City's website and on BidNet, which is an internet posting service, printed in the Record Reporter, which is a journal for publication of legal notices in Maricopa County, and was mailed directly to nine businesses including two located in Mesa. He advised that the bid specifications did not require the utilization of a web press. He added that the bid outlined the desired end product, and explained that the bidders could utilize any method to achieve the desired result.

Mr. Quedens advised that an evaluation of the City's current electronic bid list system determined that the system is deficient in many areas. He stated that a more user-friendly system is programmed for implementation as part of the ongoing Purchasing System replacement, and he added that staff expects to have that part of the system on line by the fall of 2005. Mr. Quedens also advised that staff has initiated an effort to register Mesa businesses, and that an outreach program is being developed to educate the community on how to conduct business with the City in an effort to increase the size of the local vendor pool. He added that specific targets of the outreach program are small, minority, women-owned and local businesses. Mr. Quedens stated that the Purchasing Division has participated in three events to date, and they have received invitations to participate in two future events. He added that the City's Purchasing and Economic Development staffs are cooperating in an effort to host a future event in Mesa.

In response to a question from Mayor Hawker, Mr. Quedens advised that the comment made by a staff member to the effect that a web press would be required in order to print the brochure was incorrect. He confirmed that utilization of a web press was not included as a bid requirement or specification.

Mr. Morlock advised that the statement was based on his past experience when brochures of this type were normally printed on a web press. He also confirmed that a web press was not included as a bid specification.

Mayor Hawker noted that technology changes rapidly, and he suggested that staff consider bids based on the outcome and that caution should be exercised relative to weighting a certain type of process as a bid evaluation factor.

Mr. Quedens stated that any firm could submit a bid utilizing any type of printing press.

Councilmember Griswold said that the General Development Committee has been addressing and encouraging improvements to the City's bid processes and computer systems. He expressed the hope that user-friendly systems and better business practices would continue to be implemented.

It was moved by Councilmember Whalen, seconded by Councilmember Jones, that the bid from Century Graphics in the amount of \$135,136.13 for the Mesa Arts Center Season Brochures be accepted.

Upon tabulation of votes, it showed:

AYES - Hawker-Griswold-Jones-Thom-Whalen
NAYS - Rawles
ABSENT - Walters

Mayor Hawker declared the motion carried by majority vote of those present.

2. Items from citizens present.

There were no items from citizens present.

3. Adjournment.

Without objection, the Special Council Meeting adjourned at 7:39 a.m.

KENO HAWKER, MAYOR

ATTEST:

BARBARA JONES, CITY CLERK

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Council Meeting of the City Council of Mesa, Arizona, held on the 21st day of April 2005. I further certify that the meeting was duly called and held and that a quorum was present.

BARBARA JONES, CITY CLERK

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