

Legislation Text

File #: BILL NO. 20-60, **Version:** 1

An Ordinance approving the award of Bid No. 2020-033 for the purchase of apparel and specialty items for an initial term of one-year, with up to four, one-year renewals, to Moon Tees, Ltd. and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri. (F&BC 3/9/20)

Issue/Request:

An Ordinance approving the award of Bid No. 2020-033 for the purchase of apparel and specialty items for an initial term of one-year, with up to four, one-year renewals, to Moon Tees, Ltd. and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri.

Key Issues:

- City Departments have a need to purchase apparel and specialty items that are screen printed or embroidered for staff, city events, and promotion of the City.
- Items are paid from annual budget or user fees for a program

Proposed City Council Motion:

FIRST MOTION; I move for second reading of an Ordinance approving the award of Bid No. 2020-033 for the purchase of apparel and specialty items for an initial term of one-year, with up to four, one-year renewals, to Moon Tees, Ltd. and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri.

SECOND MOTION; I move for adoption of an Ordinance approving the award of Bid No. 2020-033 for the purchase of apparel and specialty items for an initial term of one-year, with up to four, one-year renewals, to Moon Tees, Ltd. and authorizing the City Manager to execute the same by and on behalf of the City of Lee's Summit, Missouri.

Background:

The current apparel and specialty items contract is coming to the end of its last renewal. A bid was developed with input from the user departments and issued by the Procurement and Contract Services Division. The bid was posted on the City's website and the e-procurement site, Public Purchase. The City received eight (8) bids. The bid tab was assembled and distributed to the project manager for each department. Moon Tees, Ltd was identified as the lowest and best bid for the participating departments.

Rick Gentry, Procurement and Contract Services Manager

Staff recommends awarding the apparel and specialty items contract No. 2020-033 to Moon Tees Ltd.

Finance and Budget Committee (March 9, 2020) - A motion was made by Vice Chair Lopez, seconded by Councilmember Forte, that this Ordinance be recommended for approval to the City Council. The motion carried by unanimous vote.

