Agenda Item Form

Agenda Date: May 11

Districts Affected: All
Dept. Head/Contact Information: Byron Johnson, 541-4308

Type of Agenda Item:

- ☒ Resolution
- ☐ Tax Installment Agreements
- ☐ RFP/ BID/ Best Value Procurement
- ☐ Application for Facility Use
- ☐ Interlocal Agreements
- ☐ Other _____
- ☐ Staffing Table Changes
- ☐ Tax Refunds
- ☐ Budget Transfer
- ☐ Bldg. Permits/Inspection
- ☐ Contract/Lease Agreement
- ☐ Board Appointments
- ☐ Donations
- ☐ Item Placed by Citizen
- ☐ Introduction of Ordinance
- ☐ Grant Application

Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☐ Other Source: _____

Legal:

☒ Legal Review Required Attorney Assigned (please scroll down): Ruth Reyes ☐ Approved ☐ Denied

Timeline Priority: ☐ High ☒ Medium ☐ Low # of days:_____

Why is this item necessary:
These items are used to keep the City's streets and landscaping in good shape and looking good.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:
Ongoing yearly purchases for street contstruction materials.

Statutory or Citizen Concerns:
Public will complain if the streets are run down.

Departmental Concerns:
Department needs to keep the City's streets and landscape locations well maintained.

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DATE: May 3, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Aurora Wells
Interim Bid Clerk ext. 4038

CITY CLERK DEPARTMENT
2004 MAY 6 PM 1 27

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MAY 11, 2004.**

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for Two (2) additional years, from June 25, 2004 to June 26, 2006 pursuant to the provisions of Contract # 2002-171-C2 with Jobe Concrete Products, El Paso, Texas for Street Construction Material.

OPTION NO.: ONE [OF ONE]

Department:	Street Department
Funds available:	32010200-01101-503203
Funding source:	Street Operating Account-Street Maintenance
Total award:	$15,000.00 (annual estimate)

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

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AGENDA FOR: **MAY 11, 2004**

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DATE: April 27, 2004

TO: City Clerk

FROM: Byron E. Johnson/Jesus M. Juarez

PURCHASING DEPARTMENT (915) 541-4308/4254

Please place the following item on the next CONSENT City Council Agenda.

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for Two (2) additional years, from June 25, 2004 to June 26, 2006 pursuant to the provisions of Contract # 2002-171-C2 with Jobe Concrete Products, El Paso, Texas for Street Construction Material.

OPTION NO.: ONE [OF ONE]

AMOUNT OF AWARD: $15,000.00 Annual Estimate.

ACCOUNT NOS: 32010200-01101-503203

FUNDING SOURCE: Street Operating Account-Street Maintenance

DEPARTMENT: Street Department

- City Clerk's Use -

ITEM NO._____

City of El Paso
Purchasing
Department

Jobe Concrete Products, Inc.
Mr. Stanley P. Jobe
#1 McKelligon Canyon Road
El Paso, Texas, 79930

April 26, 2004

Ref.: 2002-171-C2, Street Construction Materials

Mr. Jobe:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2002-171-C2 for a period of two (2) years as per your offer on the referenced requirement.

It is important that we receive your faxed response no later than Friday, April 30, 2004. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

We would also appreciate your returning an original signed copy of this letter to us at Two Civic Center Plaza, El Paso, Texas 79901-1196

Thank you for your understanding and cooperation.

Sincerely,
THE CITY OF EL PASO

Jesus M. Juarez

Jesus M. Juarez
Procurement Analyst

We hereby extend the validity of our offer in response to Solicitation 2002-171-C2 to ~~April~~ June 26, 2006 for acceptance purposes.

Acknowledge: JOBE CONCRETE PRODUCTS, INC. — Company Name

April 26, 2004 — Date

By: Stanley P. Jobe — Print Name of Authorized Person

President — Title

Signature

2. Any other information requested , and

3. The submission or attachment of company "Quotation Forms" or other documents containing alternative terms and / or conditions is not acceptable and may result in your bid being deemed as non- responsive. Unauthorized additions, bids that do not contain a unit price where required or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous are not acceptable and may result in your bid being deemed as non-responsive. Refer to Section F, Item 1.

NOTE 9: DESCRIPTIVE LITERATURE CONTAINING SUFFICIENT INFORMATION TO DETERMINE PRODUCT COMPLIANCE WITH SPECIFICATIONS MUST ACCOMPANY BID. THE CITY OF EL PASO RESERVES THE RIGHT TO REQUEST SAMPLES FROM BIDDER(S) PRIOR TO AWARD OF CONTRACT.

OPTION TO EXTEND THE TERM OF THE AGREEMENT - PLEASE CHECK APPROPRIATE BOX
*NOTE: *NOT AN AWARD FACTOR*

The City at its sole discretion, may exercise any option to extend the term of the agreement, by giving the Contractor written notice within the time period noted on the selected options.

Bidder offers the City the option of extending the term of the contract for:

☐ **One** additional year at the same unit prices, if the option is exercised within:.
☑ **Two** additional years at the same unit prices, if the option is exercised within:

A. One year from date of award of the contract. YES ☑ NO ☐

B. Two years from date of award of the contract. YES ☑ NO ☐

C. **NO OPTION OFFERED** ☐

PROMPT PAYMENT:

Unless a prompt payment discount is offered and accepted by the City of El Paso, payments will be made to the Contractor within thirty (30) days following acceptance of goods or services, or receipt of a properly prepared invoice by the City Department identified in the Invoice Instructions set forth on the Purchase Order, whichever is later. Any discount for prompt payment will be calculated from the day goods or services are accepted or when a properly prepared invoice is received. Payments will be considered to have been made on the date of mailing (postmark) of the payment check or, for an electronic funds transfer, the specified payment date. Invoices to be submitted in single copy.

PAYMENT TERMS : Please mark appropriate block.

_____% - 10 Days ☐
_____% - 20 Days ☐
_____% - 30 Days ☐
Net - 30 Days ☑

BIDDER'S (COMPANY) NAME JOBE CONCRETE PRODUCTS, INC.

MOTION
JUNE 25, 2002

Motion made, seconded and unanimously carried to award Bid No.: 2002-171 Street Construction Materials

Award to:	Vendor (1):	Koch Asphalt Solutions Artesia, New Mexico
Item(s):		Group IA (Item 1) & Group IB (Item 1, 1B, 1B & 1C)
Amount:		$196,948.00 (estimated annually)
	Vendor (2):	Jobe Concrete Products, Inc. El Paso, Texas
Item(s):		Group IA (Item 2), Group IIA (Items 1, 2, 3, 4) Group IIB (Item 1-1A, 1B, 1C, 1D, 1E) Group III (Items 1 to 13) Group IV (Items 1 to 20)
Amount:		$103,052.00 (estimated annually)
Department:		Street
Funds available:		32010200-503203
Funding source:		General Fund
Total award:		$300,000.00
District (s):		**All**

The Street Department and Purchasing Departments recommend award as indicated to the lowest responsive offer meeting specifications, from responsible parties.

Vendor #1 offers the City the option to extend the term of the contract at the same unit prices for one (1) additional year if the option is exercised within one (1) year from the date of the award.

Vendor #2 offers the City the option to extend the term of the contract at the same unit prices for two (2) additional years if the option is exercised within two (2) years from the date of the award.

This is a Requirements Type Contract with an initial term of Twenty Four (24) months.

Carole Hunter, City Clerk

18B