

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Zoo Department

**AGENDA DATE:** January 10, 2017

**CONTACT PERSON/PHONE:** Steve Marshall, Zoo Director 521-1850  
Bruce D. Collins, Purchasing Director 212-1181

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL: NO. 4:** Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

**SUBJECT:**

Request that the Director of the Purchasing and Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-083 (Re-Bid) Animal Food Produce for an additional one (1) year pursuant to the provisions of an award approved by City Council on March 25, 2014. The annual amount is \$99,416.00 for a 1 year total cost of \$99,416.00. The extended contract period will be from March 25, 2017 through March 24, 2018.

**BACKGROUND / DISCUSSION:**

Council awarded 2014-083 (Re-Bid) Animal Food Produce to OLUS Distributing, Inc. for one (1) additional year term, the total estimated award for (1) year \$99,416.00 on March 25, 2014. Request to extend Contract Number 2014-083 (Re-Bid) Animal Food Produce. This contract will provide animal food produce for the City of El Paso Zoo.

**SELECTION SUMMARY:**

Not Applicable

**PROTEST**

☒ No protest received for this requirement.

**COUNCIL REPRESENTATIVE BRIEFING:**

Was a briefing provided? ☐ Yes or ☒ No

If yes, select the applicable districts.

- ☒ Routine
- ☐ District 1
- ☐ District 2
- ☐ District 3
- ☐ District 4
- ☐ District 5
- ☐ District 6
- ☐ District 7
- ☐ District 8
- ☐ All Districts

**PRIOR COUNCIL ACTION:**

Council awarded Contract 2014-083 (Re-Bid) Animal Food Produce to OLUIS Distributing, Inc. for a one year term, total estimated award for (1) year \$99,416.00 March 25, 2016 – March 24, 2017 with an option to renew for one year.

**AMOUNT AND SOURCE OF FUNDING:**

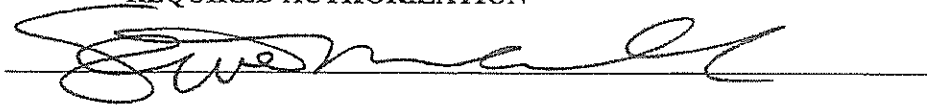
Department:	Zoo
Annual Estimated Amount:	\$99,416.00 (1 year)
Initial Term Estimated Award:	\$99,416.00 (1 year)
Total Estimated Amount:	\$99,416.00 (1 year)
Accounts:	3400-452-52140-P5241-531100
Fund Source Name:	Zoo Operations

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**



**COUNCIL PROJECT FORM  
(CONTRACT EXTENSION)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **January 10, 2017**.

**STRATEGIC GOAL 4: Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments**

Request that the Purchasing Director of Purchasing and Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-083 (Re-Bid) Animal Food Produce with OLUS Distributing, Inc. for one (1) additional year pursuant to the provisions of an award approved by the City Council on March 25, 2014. The extended contract period will be from March 25, 2017 through March 24, 2018.

Department:	Zoo
Award to:	OLUS Distributing, Inc. El Paso, Texas
Item(s):	All
Option:	(1) one year
Annual Estimated Award:	\$99,416.00
Total Estimated Award:	\$99,416.00 (1 year)
Account No.:	3400-452-52140-P5241-531100
Funding Source:	Zoo Operations
District(s):	All

This is a Best Value, services contract.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

**MOTION**  
**MARCH 25, 2014**

Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2014-083 (Re-Bid) Animal Food Produce to OLUS Distributing, Inc. for an initial term estimated award of \$99,416.00, with three additional (1) year option for an estimated total of award of \$397,664.00.

Department:	Zoo
Award to:	OLUS Distributing, Inc. El Paso, Texas
Item(s):	All
Initial Term:	1 year
Option to Extend:	(3) three years
Initial Term Estimated Award:	\$99,416.00 (1 year)
Total Estimated Award:	\$397,664.00 (4 years)
Account No.:	3400-452-52140-P5241-531100.
Funding Source:	Zoo Operations

This is a Low Bid, supplies contract.

The Purchasing and Strategic Sourcing Department and Zoo recommend award as indicated to OLUS Distributing, Inc., the lowest, responsive and responsible bidder.

Richarda Duffy Momsen, City Clerk

**MOTION**  
**OCTOBER 27, 2015**

Motion made, seconded, and unanimously carried to **AUTHORIZE** the Director of the Purchasing and Strategic Sourcing Department to exercise the City's option to extend current Contract 2014-083 (Re-Bid) Animal Food Produce with OLUS Distributing, Inc. for one (1) additional year pursuant to the provisions of an award approved by the City Council on March 25, 2014. The extended contract period will be from March 11, 2016 through March 10, 2017.

ABSENT: Representative Niland

NOT PRESENT FOR THE VOTE: Representative Ordaz

Department:	Zoo
Award to:	OLUS Distributing, Inc.
	El Paso, Texas
Item(s):	All
Option:	(1) one year
Annual Estimated Award:	\$99,416.00
Total Estimated Award:	\$99,416.00 (1 year)
Account No.:	3400-452-52140-P5241-531100
Funding Source:	Zoo Operations

This is a Best Value, services contract.

Richarda Duffy Momsen, City Clerk

This is a Cooperative, requirements contract.

Mayor Leaser and Representatives Holguin, Romero, Robinson and Limon

The following City staff members commented:

1. Ms. Joyce Wilson, City Manager
2. Mr. Bruce Collins, Director of Purchasing and Strategic Sourcing
3. Mr. Enrique Martinez, Interim Director of Information Technology
4. Mr. Edmundo Calderon , Internal Auditor

Ms. Lisa Turner, citizen, commented.

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**7.1 BID**

\*Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2014-083 (Re-Bid) Animal Food Produce to OLUIS Distributing, Inc. for an initial term estimated award of \$99,416.00, with three additional (1) year option for an estimated total of award of \$397,664.00.

Department:	Zoo
Award to:	OLUS Distributing, Inc. El Paso, Texas
Item(s):	All
Initial Term:	1 year
Option to Extend:	(3) three years
Initial Term Estimated Award:	\$99,416.00 (1 year)
Total Estimated Award:	\$397,664.00 (4 years)
Account No.:	3400-452-52140-P5241-531100.
Funding Source:	Zoo Operations

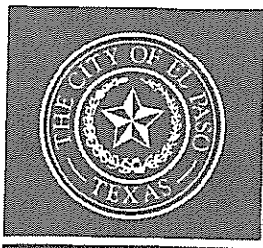
This is a Low Bid, supplies contract.

The Purchasing and Strategic Sourcing Department and Zoo recommend award as indicated to OLUIS Distributing, Inc., the lowest, responsive and responsible bidder.

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**7.2 BID**

\*Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2014-135 (Traffic Signal Cable) to TW Cable, LLC for an initial term estimated award of \$188,400.00.

Department:	Transportation
Award to:	TW Cable, LLC Farmingdale, NY
Item(s):	All
Initial Term:	2 years
Option to Extend:	None
Payment Terms:	Net - 30 days
Annual Estimated Award:	\$94,200.00
Initial Term Estimated Award:	\$188,400.00 (2 years)
Total Estimated Award:	\$188,400.00 (2 years)



## Purchasing & Strategic Sourcing Department

### Eight (8) Factor Option Memo

**Mayor**

Oscar Leaser

To: Purchasing & Strategic Sourcing Department

From: Steve Marshall, Zoo Director

**City Council**

Authorized Signature

*District 1*  
Peter Svarzbein

Subject: Eight (8) Factor Option

*District 2*  
Jim Tolbert

Date: December 8, 2016

*District 3*  
Emma Acosta

Re: 2014-083 (Re-Bid) Animal Food Produce

*District 4*  
Carl L. Robinson

Zoo Department recommends authorizing the Option to Extend 2014-083 (Re-Bid) Animal Food Produce for (1) year for animal food produce for City of El Paso Zoo. Exercising this option would meet the following threshold considerations:

*District 5*  
Dr. Michiel R. Noe

1. **Are funds available for this Option to Extend?** Yes
2. **Does the Requirement covered by this option fill an existing need of the City?** Yes

*District 6*  
Claudia Ordaz

3. **Is the option price better than the current available market price?** Yes

*District 7*  
Lily Limón

Best assessment without actual new quotes is based on market trend. These feeds normally increase in price over time. No upward adjustments in prices have occurred during the time of the contract period. Extension of the contract would allow us to hold prices at 2014 level for another year.

*District 8*  
Cortney C. Niland

A price comparison was done with Quality Fruit & Vegetable Company. See comparison below:

**City Manager**

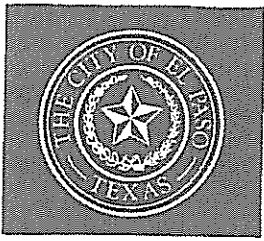
Tommy Gonzalez

Item Description	Olus Distributing	Quality Fruit & Veg C.	Difference %
Pears (40lbs case)	\$24.95 Case	\$35.50 Case	30% less
Oranges (40lbs case)	\$21.95 Case	\$27.75 Case	21% less
Pineapples (lb)	\$0.70 lb	\$1.10 lb	36% less
Avocados (lb)	\$0.80 lb	\$2.00 lb	60% less
Collard Greens (25lbs case)	\$18.95 Case	\$28.75 Case	34% less
Coconut (30lbs case)	\$14.00 Case	\$23.50 Case	40% less

Bruce D. Collins, CPPO

City 1 | 300 N. Campbell Street | El Paso, Texas 79901 | (915) 212-0043

**"Delivering Outstanding Services"**



Department Name Goes Here

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- 4. Is the time between the date the contract was awarded and the date the option to extend is exercised so short that the market indicates the option is the lowest price obtainable through competition or the most advantageous offer.***

The time since award is actually long enough that market trend would be for prices to have increased, so locking in another year of 2014 prices would be advantageous. This is a narrow and specialized market, new competitors do not enter very often so relative prices between market vendors are unlikely to have changed significantly.

- 5. Does the Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better? Yes***
- 6. Is the vendor currently under debarred status as per System for Award Management (SAM) [www.sam.gov](http://www.sam.gov)? No.***
- 7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form? No.***
- 8. Is the proposed vendor on the City's wage theft data base? No.***