

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

DEPARTMENT: Streets and Maintenance

AGENDA DATE: January 10, 2017

CONTACT PERSON/PHONE: Ted Marquez, Streets and Maintenance Director (915) 212-7015
Bruce D. Collins, Purchasing Director, (915) 212-1181

DISTRICT(S) AFFECTED: ALL

STRATEGIC GOAL: 6) Set the Standard for Sound Governance and Fiscal Management

SUBJECT:

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-050 – Vehicle Offsite Fueling with Western Refining Wholesale Inc., for two (2) additional years pursuant to the provisions of an award approved by the City Council on January 28, 2014. The total estimated award amount is \$1,900,000.00. The extended contract period will be from January 28, 2017 to January 27, 2019.

BACKGROUND / DISCUSSION:

The City will utilize offsite fueling locations provided by the vendor, Western Refining, to fuel light and heavy duty vehicles from the Police Department, Fire Department and Mayor and City Council. Approving this contract will allow for the continual fueling of these vehicles as well as safe and efficient operation. Local business is being supported.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and; (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

PROTEST

☒ No protest received for this requirement.

COUNCIL REPRESENTATIVE BRIEFING:

Was a briefing provided? ☐ Yes or ☒ Not Applicable (Routine)
If yes, select the applicable districts.

- ☐ District 1
- ☐ District 2
- ☐ District 3
- ☐ District 4
- ☐ District 5
- ☐ District 6
- ☐ District 7

- ☐ District 8
☐ All Districts

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2014-050 on January 28, 2014, Item 8.1.

AMOUNT AND SOURCE OF FUNDING:

Department: Streets and Maintenance Department
Annual Estimated Amount: \$950,000.000
Total Estimated Award: \$1,900,000.00 (2 years)
Funds Available: Dept: 532 Div: 37020 Acct: 531240 Fund: 3600 Program Code: P3710
Funds Source: Internal Service Fund – Fuel Inventory Purchases

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



Ted Marquez, Streets and Maintenance Director

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **January 10, 2017**

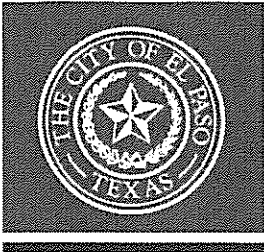
STRATEGIC GOAL: NO. 6 Set the Standard for Sound Governance and Fiscal Management

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-050 Vehicle Offsite Fueling with Western Refining Wholesale Inc., for two (2) additional years pursuant to the provisions of an award approved by the City Council on January 28, 2014. The extended contract period will be from January 28, 2017 to January 27, 2019.

Department:	Streets & Maintenance
Award to:	Western Refining Wholesale Inc. El Paso, TX
Option:	One [of One]
Annual Estimated Amount:	\$950,000.00
Total Estimated Amount:	\$1,900,000.00 (2 years)
Account No.:	532 – 37020 – 531240 – 3600 - P3710
Funding Source:	Internal Service Fund – Fuel Inventory Purchases
District(s):	All

This is a low bid, service contract.

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



Purchasing & Strategic Sourcing Department

Eight (8) Factor Option Memo

Mayor
Oscar Leoser

To: Purchasing & Strategic Sourcing Department

From: René Barraza, Business and Finance Mgr
Streets and Maintenance

Authorized Signature

City Council

District 1
Peter Svarzbein

Subject: Eight (8) Factor Option

Date: December 14, 2016

District 2
Jim Tolbert

Re: 2014-050 – Vehicle Offsite Fueling

District 3
Emma Acosta

The Streets and Maintenance Department recommends authorizing the Option to Extend contract 2014-050 – Vehicle Offsite Fueling for 2 years. Exercising this option would meet the following threshold considerations:

District 4
Carl L. Robinson

1. Are funds available for this Option to Extend?

District 5
Dr. Michiel R. Noe

Yes funds are available in Account, 532-37020-531240-3600-P3710 – Fuel Inventory Purchases - Internal Service Fund.

District 6
Claudia Ordaz

2. Does the Requirement covered by this option fill an existing need of the City?

District 7
Lily Limón

Yes. The City will utilize offsite fueling locations provided by the vendor, Western Refining Wholesale, Inc., to fuel light and heavy duty vehicles from the Police Department, Fire Department, Mayor and City Council.

District 8
Cortney C. Niland

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

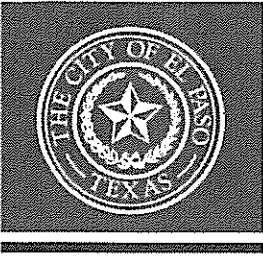
Yes, see #4.

City Manager
Tommy Gonzalez

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 current vendor has been providing this service to the City since being awarded Contract No. 2014-050 in 2014. As per the contract, pricing per gallon is based on the OPIS (Oil Price Information Service) report and is billed with a mark-up. This has remained the same since the contract was initiated and is consistent or better than current market prices.

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



Department Name Goes Here

5. Does the Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?

Yes, Rating 9

6. Is the vendor currently under debarred status as per System for Award Management (SAM) 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.

MOTION
JANUARY 28, 2014

Motion made by Mayor Pro Tempore Niland, seconded by Representative Lilly, and unanimously carried to **AWARD**, Solicitation No. 2014-050 (Vehicle Offsite Fueling) to Western Refining Wholesale, Inc. for an initial term estimated amount of \$2,850,000.00 and the option to extend amount of \$1,900,000.00 for a total 5 year award of \$4,750,000.00.

Department:	General Services – Fleet Division
Award to:	Western Refining Wholesale, Inc. El Paso, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	950,000.00 (estimated 250,000.00 gallons)
Initial Term Estimated Award:	\$2,850,000.00 (3 years) (estimated 750,000 gallons)
Total Estimated Award:	\$4,750,000.00 (5 years)
Account No.:	231-37020-531240-3600-P3710
Funding Source:	General Services Dept – Internal Service Fund-Fuel Inventory Purchases

This is a low bid, service contract.

The Purchasing & Strategic Sourcing Department and General Services – Fleet Division recommend award as indicated to Western Refining Wholesale, Inc., the lowest responsive, responsible bidder.

Richarda Duffy Momsen, City Clerk



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050

Vehicle Fueling Offsite Contract 2014-060

January 10, 2017



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050

Strategic Plan Goal:

6) Set the Standard for Sound Governance and Fiscal Management

6.12 – Maintain city fleet to ensure safe and reliable vehicles and equipment.



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050

Purpose of Contract

The City will utilize offsite fueling locations provided by the vendor, Western Refining, to fuel light and heavy duty vehicles from the Police Department, Fire Department and Mayor and City Council. Approving this contract will allow for the continual fueling of these vehicles as well as safe and efficient operation. Local business is being supported.



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050



"Delivering Outstanding Services"



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050

Vehicle Fueling Offsite 2014-050

Contractor	Western Refining
Item(s)	Fuel
Initial Term	3 Years - \$2,850,000.000
Option	2 Years
Estimated Award	\$1,900,000.00
Funding Source	Internal Service Fund: Fuel Inventory Purchases
Account No.	532-37020-531240-3600-P3710

**This is a Sole Source.*



Streets and Maintenance Department

Vehicle Fueling Offsite Contract 2014-050

Questions & Comments