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

DEPARTMENT:

Parks and Recreation Department

AGENDA DATE:

January 12, 2016

CONTACT PERSON/PHONE:

Tracy Novak, Parks and Recreation Director, 212-1708 Bruce D. Collins, Purchasing Director, 212-1181

DISTRICT (S) AFFECTED:

STRATEGIC GOAL 3: Promote the Visual Image of El Paso.

SUBJECT:

The City of El Paso Parks & Recreation Department is recommending award to Justin Seed Co. for Solicitation 2016-338 Fertilizer for an estimated annual award of \$84,649.00. The total (3) year estimated award is \$253,947.00, with an additional (2) year option to extend, \$169,298.00 (2 years), estimated total of award \$423,245.00 (5 years).

BACKGROUND / DISCUSSION:

The Parks and Recreation Department is recommending the award of Solicitation 2016-338 Fertilizer to Justin Seed Co. This contract will allow Park Maintenance Division to fertilize turf and ornamentals in parks. This is granular, slow release fertilizer used to maintain and promote healthy growth and development.

SELECTION SUMMARY:

Solicitation was advertised on November 3, 2015. The solicitation was posted on the City website on November 3, 2015 and the email (Purmail) notification was sent out on November 3, 2015. Total of thirteen (13) bidders with six (6) local vendors were solicited and one (1) bid was received with none being local.

PRIOR COUNCIL ACTION:

The City of El Paso awarded contract 2012-300 (Fertilizer) on October 9, 2012 to Justin Seed Company for an initial term estimated award of \$901,182.30 (3 years).

AMOUNT AND SOURCE OF FUNDING:

Department: Annual Estimated Amount: Initial Term Estimated Award: Total Estimated Amount: Accounts: Fund Source Name: Parks and Recreation Department \$84,649.00 \$253,947.00 (3 Years) \$423,245 (5 years). 451-51295-531130-1000-P5120 General Fund

BOARD / COMMISSION ACTION:

N/A

DEPARTMENT HEAD:

Name

Signature

Date

CITY CLERK DEPT.

COUNCIL PROJECT FORM (LOW BID)

2016 JAN -6 PM 3: 17

Please place the following item on the **CONSENT** agenda for the Council Meeting of **JANUARY 12, 2016**.

STRATEGIC GOAL 3: Promote the Visual Image of El Paso.

The award of Solicitation No 2016-338 Fertilizer to Justin Seed Co. for an initial three (3) year term estimated award of \$253,947.00. The award is to include a two (2) year optional amount of \$169,298.00 for a total five (5) year award of \$423,245.00. The initial performance period is January 12, 2016, through January 11, 2019.

Department:	Parks and Recreation
Award to:	Justin Seed Co
	Justin, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Amount:	\$84,649.00
Initial Term Estimated Award:	\$253,947.00 (3 years)
Total Estimated Amount:	\$423,245.00 (5 years)
Account No.:	451-51295-531130-1000-P5120
Funding Source:	General Fund
District(s):	All

This is a Low Bid, unit price contract.

The Purchasing & Strategic Sourcing Department and Parks and Recreation Department recommend award as indicated to Justin Seed Co., the lowest responsive, responsible bidder. In accordance with this award the City Manager or designee is authorized to exercise future options if needed.

**ADDITIONAL INFO BELOV

2016-338 Fertilizer



CITY OF EL PASO BID TABULATION FORM



Project Name: FERTILIZER Bid Opening Date: NOVEMBER 18, 2015

Solicitation #: 2016-338 Department: PARKS & RECREATION

						JUSTIN SEE JUSTIN, TX				
ITEM NO.	DESCRIPTION / MANUFACTURER PART NUMBER	UNIT OF MEASURE	QUA	ED ANNUAL NTITY MAX (A)	UNIT PRICE (B)	ANNUAL ESTIMATED TOTAL (A x B = C)	3 YEAR ESTIMATED TOTAL (C x 3 YRS)	UNIT PRICE (B)	ANNUAL ESTIMATED TOTAL (A x B = C)	3 YEAR ESTIMATED TOTAL (C x 3 YRS)
1,	ORGANIC BLEND	ONE 50 lb BAG	300	700	\$11.83 One 50 lb bag	\$8,281.00	\$24,843.00		\$0.00	\$0.00
2.	ORGANIC BLEND	ONE 500 lb BAG	300	700	\$93.12 One 50 lb bag	\$65,184.00	\$195,552.00		\$0.00	\$0.00
3.	NON-ORGANIC BLEND	ONE 50 lb BAG	200	600	\$18.64 One 50 lb bag	\$11,184.00	\$33,552.00		\$0.00	\$0.00

NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: /s/

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CITY OF EL PASO BID TABULATION FORM



Project Name: FERTILIZER Bid Opening Date: NOVEMBER 18, 2015

Solicitation #: 2016-338 Department: PARKS & RECREATION

	JUSTIN SEED JUSTIN, TX					
OPTION TO EXTEND THE TERM OF THE AGREEMENT						
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. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.						
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:						
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT:	X					
NO OPTION OFFERED						
PAYMENT TERMS:	3% - 10 DAYS NET - 30 DAYS					
BIDDER'S PROMISED DELIVERY: Within consecutive calendar days	5					
Within hours or overnight after receipt of verbal order in cases of emergency.	36 w/fee					
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL. A DELIVERY	DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY E	E CAUSE FOR REJECTION OF THE BID.				
BIDS SOLICITED: 13 LOCAL BIDS SOLICITED: 6 BIDS RECEIVED: 1 LOCAL BIDS RECEIVED: 0 NO BID: 0						

IE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

HELENA CHEMICAL P.O. BOX 629 MESQUITE, NM 88048

LONGESTARYGEO PRODUCTS ATTN: MACK Malone 1142 AVENUE S GRANDPRAIRIE, TX 75050

LESCO, INC. 1385 EAST 36TH STREET CLEVELAND, OH 44114-4114

BARON IRRIGATION (B&C TURF) JOHN CASTRO 8888 SANDHILL CT. EL PASO, TX 79907

HELENA CHEMICAL DAN BLAESER 251 JOHN GRISHMA MESQUITE, NM 88048 CHEMPORT, INC. 2417 KIMARNOCK EL PASO, TX 79925

RIO GRANDE SEED 2323 ALAMEDA EL PASO, TX 79901

TURF CARE OF TEXAS LLC P.O. BOX 2034 FRISCO, TX 75034

UNIVAR INC. JAIME LAGOS 6950 MARKET AVE EL PASO, TX 79905 EWING IRRIGATION & INDUSTRIAL PRODUCTS 3630 DURAZNO EL PASO, TX 79905

ADOLFO MOLINAR 10 JOE TURNER EL PASO, TX 79915

JUSTIN SEED CO., TRACY TALLY P.O. BOX 6 JUSTIN, TX 76247

DRY JET / CHARYL SZYDLOSKY DRYJET OF NORTH TEXAS 1136 SUNSET DRIVE TROPHY CLUB, TX 76262