

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

DEPARTMENT: Planning and Inspection Department

AGENDA DATE: January 27, 2015

CONTACT PERSON/PHONE: Mathew McElroy, Planning and Inspection Director, 212-1550
Bruce D. Collins, Purchasing Director, 212-1181

DISTRICT (S) AFFECTED:

SUBJECT:

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2012-103R Third Party Residential Building Inspection and Plan Review Services for one (1) additional year pursuant to the provisions of an award approved by the City Council on March 27, 2012. The extended contract period will be from March 27, 2015 to March 26, 2016.

| Vendor | | Items | Estimated Annual Total |
|---|--------------|---------------------------------------|-------------------------------|
| Bureau Veritas North America Inc. | Plano, Texas | All | \$1,221,000.00 |
| Code Compliance Inspections, PC | El Paso, TX | Pt 1 – Item #2 PT2- Item #1 and #4 | \$675,600.00 |
| ECM International, Inc. | El Paso, TX | All | \$780,000.00 |
| Institute for Building Technology and Safety | Ashburn, VA | All | \$1,480,000.00 |
| Michelle's Ventures dba Vision Consultants, Inc | El Paso, Tx | All | \$1,362,000.00 |
| TOTAL | | | \$5,518,600.00 |

BACKGROUND / DISCUSSION:

Third Parties provide additional plan review and inspection services to builders at no cost to the City. The Planning and Inspection Department has reviewed and approved the documentation, certification and capabilities of Third Party staff to provide plan review and inspection services. Builders are provided the option of using Third Party services as an alternative to City services. During annual periods of high construction activity the City has also used these services to expedite and/or accelerate building construction deadlines as required by individual builders.

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.

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2012-103R on March 27, 2012.

AMOUNT AND SOURCE OF FUNDING:

Department: Planning & Inspection
 Amount: Between \$2,700,000.00 and \$3,900,000.00 from permit revenue
 Account No.: 441520 & 441570
 Funding Source: Residential Building Permits & Plumbing Inspection Net 3rd Party Payment
 Permit revenues are sourced to the General Fund; Restricted Fund will be the pass-through for the Third-party Service Providers

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

| | | |
|------|-----------|------|
| | | |
| Name | Signature | Date |

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **JANUARY 27, 2015**.

Discussion and action on the request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2012-103R Third Party Residential Building Inspection and Plan Review Services with Bureau Veritas North America, Inc., Code Compliance Inspections, PC, ECM International, Inc., The Institute for Building Technology and Safety and Michelle's Ventures dba Vision Consultants, Inc. for one (1) additional year pursuant to the provisions of an award approved by the City Council on March 27, 2012. The extended contract period will be from March 27, 2015 to March 26, 2016.

Department: Planning and Inspection

Award to: Vendor 1: Bureau Veritas North America, Inc.
Plano, TX

Option: One [of One]
Total Estimated Amount: \$1,221,000.00 (1 year)

Award to: Vendor 2: Code Compliance Inspections, PC
El Paso, TX

Option: One [of One]
Total Estimated Amount: \$675,600.00 (1 year)

Award to: Vendor 3: ECM International, Inc.
El Paso, TX

Option: One [of One]
Total Estimated Amount: \$780,000.00 (1 year)

Award to: Vendor 4: The Institute for Building Technology and Safety
Ashburn, VA

Option: One [of One]
Total Estimated Amount: \$1,480,000.00 (1 year)

Award to: Vendor 5: Michelle's Ventures dba Vision Consultants, Inc.
Plano, TX

Option: One [of One]
Total Estimated Amount: \$1,362,000.00 (1 year)

Total Estimated Award: \$5,518,600.00

Account No.: 441520 & 441570

Funding Source: Residential Building Permits & Plumbing Inspection Net 3rd Party Payment
Permit revenues are sourced to the General Fund; Restricted Fund will be the
pass-through for the Third-party Service Providers

District(s): All

This is a Request for Qualifications, services contract.

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



Purchasing & Strategic Sourcing Department

Seven (7) Factor Option Memo

Mayor
Oscar Leeser

City Council

District 1
Ann Morgan Lilly

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Claudia Ordaz

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Tommy Gonzalez

To: Purchasing & Strategic Sourcing Department

From: Matthew McElroy, City Development Director _____
Authorized Signature

Subject: Seven (7) Factor Option

Date: January 13, 2015

Re: 2012-103R Third Party Residential Building Inspection and Plan Review Services

The Planning & Inspection Department recommends authorizing the Option to Extend Third Party Residential Building Inspection and Plan Review for one (1) year for Third Party Plan Review and Inspection Services for the following third parties:

- Bureau Veritas North American, Inc.
- Code Compliance Inspections, PC
- ECM International, Inc.
- The Institute for Building Technology and Safety (IBTS)
- Michelle's Ventures dba Vision Consultants, Inc.

Exercising this option would meet the following threshold considerations:

- 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?**
There remains an existing and/or periodic need for the services.
- 3. Is the option price better than the current available market price?**
The option price remains better than current available.
- 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?**
This option is the lowest price.
- 5. Does the attached Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?**
Yes

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

Dedicated to Outstanding Customer Service for a Better Community



Purchasing & Strategic Sourcing Department

Mayor

Oscar Leiser

City Council

District 1

Ann Morgan Lilly

District 2

Larry Romero

District 3

Emma Acosta

District 4

Carl L. Robinson

District 5

Dr. Michiel R. Noe

District 6

Claudia Ordaz

District 7

Lily Limón

District 8

Cortney C. Niland

City Manager

Tommy Gonzalez

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

Bruce D. Collins, CPPO

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

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MOTION
MARCH 27, 2012

Motion made by Representative Byrd, seconded by Representative Robinson, and unanimously carried to **APPROVE** a Resolution authorizing the City Manager to sign a three year agreement for Third Party Plan Review and Inspection Services (Solicitation No 2012-103R) by and between the City of El Paso and Bureau Veritas North America, Inc., for a total contract amount not to exceed \$3,663,000.

AYES: Representatives Lilly, Byrd, Acosta, Robinson, Noe, Holguin, Ortega and Niland
NAYS: None

Richarda Duffy Momsen, City Clerk

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MOTION
MARCH 27, 2012

Motion made by Representative Byrd, seconded by Representative Robinson, and unanimously carried to **APPROVE** a Resolution authorizing the City Manager to sign a three year agreement for Third Party Plan Review and Inspection Services (Solicitation No 2012-103R) by and between the City of El Paso and Code Compliance Inspections, PC, for a total contract amount not to exceed \$2,026,800.

AYES: Representatives Lilly, Byrd, Acosta, Robinson, Noe, Holguin, Ortega and Niland
NAYS: None

Richarda Duffy Momsen, City Clerk

MOTION
MARCH 27, 2012

Motion made by Representative Byrd, seconded by Representative Robinson, and unanimously carried to **APPROVE** a Resolution authorizing the City Manager to sign a three year agreement for Third Party Plan Review and Inspection Services (Solicitation No 2012-103R) by and between the City of El Paso and ECM International, Inc., for a total contract amount not to exceed \$2,340,000.

AYES: Representatives Lilly, Byrd, Acosta, Robinson, Noe, Holguin, Ortega and Niland
NAYS: None

Richarda Duffy Momsen, City Clerk

MOTION
MARCH 27, 2012

Motion made by Representative Byrd, seconded by Representative Robinson, and unanimously carried to **APPROVE** a Resolution authorizing the City Manager to sign a three year agreement for Third Party Plan Review and Inspection Services (Solicitation No 2012-103R) by and between the City of El Paso and Michelle's Ventures dba Vision Consultants, Inc., for a total contract amount not to exceed \$4,086,000.

AYES: Representatives Lilly, Byrd, Acosta, Robinson, Noe, Holguin, Ortega and Niland
NAYS: None

Richarda Duffy Momsen, City Clerk

MOTION
MARCH 27, 2012

Motion made by Representative Byrd, seconded by Representative Robinson, and unanimously carried to **APPROVE** a Resolution authorizing the City Manager to sign a three year agreement for Third Party Plan Review and Inspection Services (Solicitation No. 2012-103R) by and between the City of El Paso and The Institute For Building Technology and Safety for a total contract amount not to exceed \$4,440,000.

AYES: Representatives Lilly, Byrd, Acosta, Robinson, Noe, Holguin, Ortega and Niland
NAYS: None

Richarda Duffy Momsen, City Clerk