

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

DEPARTMENT: Department of Animal Services

AGENDA DATE: February 23, 2016

CONTACT PERSON/PHONE: Kurt Fenstermacher, Interim Director, 842-1050

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: NO.8: Nurture and Promote a Healthy, Sustainable Community

SUBJECT:

Department of Animal Services recommends the two (2) year extension with Eagles Janitorial Services Contract 2013-241 for Janitorial Services Animal Clinic.

BACKGROUND / DISCUSSION:

Department of Animal Services has reviewed Contract 2013-241 with Eagles Janitorial Services and recommends the extension for an additional two (2) year prior to the original term of the Contract for an estimated annual amount of \$45,706.32 or a two year total of \$91,412.64.

SELECTION SUMMARY:

Solicitation was advertised on 06/11/2013 and 06/18/2013. The solicitation was posted on City website on 06/11/13. The email (Purmail) notification was sent out on 06/11/2013. Total of fifty three (53) bidders were solicited; forty two (42) local vendors. Six (6) bids were received; with six (6) being local vendors.

COMPENSATION ANALYSIS:

- Employee Hourly Rate: \$8.50
- Bill Rate: \$11.25
- Bill Rate, if increased to \$10/hr.: \$13.25
- Annual Increase: \$15,158.88
- Initial Term of the Contract Increase: \$30,317.76

PROTEST

- There was no protest received for this requirement.
- Protest received.

PRIOR COUNCIL ACTION:

The City Council awarded the Best Value contract for Environmental Services to Eagle Janitorial Services for 36 months starting August 13, 2013 with the option of two (2) year extension.

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **February 23, 2016**.

STRATEGIC GOAL: NO. 8 Nurture and Promote a Healthy, Sustainable Community

Request that the Director of Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2013-241 Janitorial Services, Animal Clinics with The Eagle Janitorial Services for two (2) additional years pursuant to the provisions of an award approved by the City Council on August 13, 2013. The extended contract period will be from August 12, 2016 to August 11, 2018.

Department:	Environmental Services
Award to:	The Eagle Janitorial Services El Paso, TX
Annual Estimated Amount:	\$45,706.32
Total Estimated Amount:	\$91,412.64 (2 Years)
Account No.:	334 -34050-522060-3120-P3450 & P3452
Funding Source:	Maintenance Services Contract - Janitorial
District(s):	All

This is a Best Value, service contract

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

**MOTION
AUGUST 13, 2013**

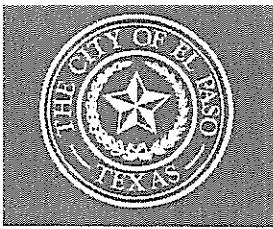
Motion made by Representative Acosta, seconded by Representative Romero, and unanimously carried to **AWARD** Solicitation No. 2013-241 (Janitorial Services – Animal Clinics) to The Eagle Janitorial Services for an initial term estimated award of \$137,118.96.

Department:	Environmental Services
Award to:	The Eagle Janitorial Services El Paso, TX
Item(s):	All
Initial Term:	3 Years
Option to Extend:	2 Years
Annual Estimated Award:	\$45,706.32
Initial Term Estimated Award:	\$137,118.96 (3 Years)
Total Estimated Award:	\$228,531.60 (5 Years)
Account No.:	522060-3120-334-34050
Funding Source:	Maintenance Services Contract - Janitorial

This is a Best Value, Service contract.

The Financial Services - Purchasing Division and Environmental Services recommend award as indicated to The Eagle Janitorial Services, the bidder offering the best value bid.

Richarda Duffy Momsen, City Clerk



Purchasing & Strategic Sourcing Department

Eight (8) Factor Option Memo

Mayor
Oscar Leeser

City Council

District 1
Peter Svarzbein

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: Kurt Fenstermacher, Interim _____
Director Authorized Signature

Subject: Eight (8) Factor Option

Date: February 23, 2016

Re: 2013-241 Janitorial Services Animal Services

Department of Animal Services recommends authorizing the Option to Extend 2013-241 Janitorial Services Animal Services for 2 years extension for janitorial services for the Shelter and Socorro Clinic. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes, there are sufficient funds available.

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

Yes, the shelter and Socorro clinic need to be cleaned daily to help prevent spread of disease.

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

Yes, the option prices are reasonable when compared to current market prices.

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

Yes, currently this is the most advantageous offer due to a previously established contract.

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? Search results record status: Active

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

Bruce D. Collins, CPPO

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

"Delivering Outstanding Services"