

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

DEPARTMENT: Purchasing & Strategic Sourcing

AGENDA DATE: February 23, 2016

CONTACT PERSON/PHONE: Bruce D. Collins, Purchasing Director, (915) 212-1181

DISTRICT(S) AFFECTED: All

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

SUBJECT:

Request the approval of the award of Solicitation No. 2016-450, Newspaper Legal Notices (Re-Bid) to the Texas New Mexico Newspaper Partnership dba El Paso Times. The term of the contract shall be an initial three (3) year term estimated award of \$750,000.00. The award is to include a two (2) year optional amount of \$500,000.00 for a total five (5) year award of \$1,250,000.00.

BACKGROUND / DISCUSSION:

Purchasing & Strategic Sourcing Department is recommending the award of the above bid. During the performance of this contract, various City Departments shall place their requirements for these services. There is no guarantee as to any specific volume of business. Ordering advertisements of Legal Notices in the Texas New Mexico Newspaper Partnership dba El Paso Times will be at the discretion of all City Departments.

SELECTION SUMMARY:

Solicitation was advertised on November 17, 2015 and November 24, 2015. The solicitation was posted on City website on November 17, 2015. The email (Purmail) notification was sent out on November 19, 2015. Total of four bidders (4) bidders were solicited; all local vendors. Two (2) bids were received; all local vendors.

An inadequate survey was conducted.

PROTEST

There was no protest received for this requirement.

PRIOR COUNCIL ACTION:

Yes, 2010-258 awarded on October 26, 2010.

AMOUNT AND SOURCE OF FUNDING:

| | |
|--------------------------|------------------------------------|
| Estimated Annual Amount: | \$250,000.00 |
| Total estimated award: | \$750,000.00 (3 year initial term) |
| Funds Available: | Various |
| Funds Source: | Various |

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD: _____

**COUNCIL PROJECT FORM
(LOW BID)**

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

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

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

Discussion and action on the award of Solicitation No. 2016-450 Newspaper Legal Notices (Re-Bid) to Texas New Mexico Newspapers Partnership dba El Paso Times for an initial three (3) year term estimated award of \$750,000.00. The award is to include a two (2) year optional amount of \$500,000.00 for a total five (5) year award of \$1,250,000.00.

| | |
|-------------------------------|---|
| Department: | Purchasing & Strategic Sourcing |
| Award to: | Texas New Mexico Newspapers Partnership dba El Paso Time El Paso, TX |
| Item(s): | All |
| Initial Term: | 3 years |
| Option to Extend: | 2 years |
| Annual Estimated Award: | \$250,000.00 |
| Initial Term Estimated Award: | \$750,000.00 (3 years) |
| Total Estimated Award: | \$1,250,000.00 (5 years) |
| Account No.: | Various |
| Funding Source: | Various |
| District(s): | All |

This is a Low Bid, unit price contract.

The Purchasing & Strategic Sourcing Department recommend award as indicated to Texas New Mexico Newspaper Partnership dba El Paso Times, the lowest responsive, responsible bidder.

Recommend Investor Publications, Inc. dba El Paso Inc be deemed non-responsive due to failure to bid on all items.

In accordance with this award the City Manager or designee is authorized to exercise future options if needed.

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



**CITY OF EL PASO
 BID TABULATION FORM**



Project Name: **NEWSPAPER LEGAL NOTICES (RE-BID)**
 Bid Opening Date: **DECEMBER 16, 2015**

Solicitation #: **2016-450**
 Department: **PURCHASING & STRATEGIC SOURCING**

| | | | INVESTOR PUBLICATIONS, INC. (dba) EL PASO INC. EL PASO, TX | | TEXAS NEW MEXICO NEWSPAPERS PARTNERSHIP EL PASO, TX | | | |
|---|---------------------------------|-----------------------------|---|---|---|---|--|---|
| ITEM NO. | DESCRIPTION | ANNUAL ESTIMATED QUANTITIES | RATE | ANNUAL ESTIMATED TOTAL (ANNUAL EST QTY x RATE) | RATE | ANNUAL ESTIMATED TOTAL (ANNUAL EST QTY x RATE) | RATE | ANNUAL ESTIMATED TOTAL (ANNUAL EST QTY x RATE) |
| 1. | 1st DAY WEEKDAY & SATURDAY RATE | 5,200 LINES | NO BID PER LINE | NO BID | \$2.62 PER LINE | \$13,624.00 | | |
| 2. | 2nd DAY WEEKDAY & SATURDAY RATE | 5,200 LINES | NO BID PER LINE | NO BID | \$2.62 PER LINE | \$13,624.00 | | |
| 3. | SUNDAY RATE | 5,200 LINES | \$1.91 PER LINE | \$9,932.00 | \$2.97 PER LINE | \$15,444.00 | | |
| ANNUAL ESTIMATED TOTAL (LINES 1 -3) | | | | \$9,932.00 | | \$42,692.00 | | |
| GRAND TOTAL (3 YEARS) | | | | \$29,796.00 BIDDER'S PRICE \$9,932.00 | | \$128,076.00 | | |
| CONTRACTOR AGREES TO PROVIDE AN ORDER CONFIRMATION TO INCLUDE THE ADVERTISEMENT, NAME AND DATE OF ADVERTISEMENT AND TOTAL BILLED. | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | YES <input type="checkbox"/> NO <input type="checkbox"/> | |

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

APPROVED BY: IsI

DATE: 12/23/15



CITY OF EL PASO BID TABULATION FORM



Project Name: NEWSPAPER LEGAL NOTICES (RE-BID)
Bid Opening Date: DECEMBER 16, 2015

Solicitation #: 2016-450
Department: PURCHASING & STRATEGIC SOURCING

| | INVESTOR PUBLICATIONS, INC. (dba) EL PASO INC. EL PASO, TX | TEXAS NEW MEXICO NEWSPAPERS PARTNERSHIP EL PASO, TX | |
|--|--|---|--------------------------|
| <p style="text-align: center;"><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></p> <p>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.</p> <p>THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS.</p> <p>THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> | | | |
| <p>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:</p> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <p>NO OPTION OFFERED</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>PAYMENT TERMS:</p> | 2% - 10 DAYS 1% - 20 DAYS NET - 30 DAYS | NET - 30 DAYS | |
| <p>BIDS SOLICITED: 4 LOCAL BIDS SOLICITED: 4 BIDS RECEIVED: 2 LOCAL BIDS RECEIVED: 2 NO BID: 0</p> | | | |

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

APPROVED BY: /s/

DATE: 12/23/15

EL PASO TIMES
ATTN: ERIN COATS-SMITH
500 W. OVERLAND AVE. #150
EL PASO, TX 79901

EL PASO INC
100 PORFIRIO DIAZ
EL PASO, TX 79902

EL DIARIO DE EL PASO NEWSPAPER
1801 TEXAS AVENUE
EL PASO, TX 79901

EL PASO INC
120 PORFIRIO DIAZ ST.
EL PASO, TX 79902