

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

**DEPARTMENT:** International Bridges Department  
**AGENDA DATE:** TBD  
**CONTACT PERSON/PHONE:** Bruce D. Collins, Purchasing & Strategic Sourcing, Director 915-212-1181  
Mathew McElroy, International Bridges Director, 915-533-7428  
**DISTRICT(S) AFFECTED:** 1, 3 and 8  
**STRATEGIC GOAL: NO. 7:** Enhance and Sustain El Paso's Infrastructure Network

**SUBJECT:**

Approve extension of solicitation No. 2013-111R between the City of El Paso – International Bridges Department and Duncan Solutions (Civic Smart) to purchase single space parking meters (mechanisms and components), vehicle sensors; service, license, maintenance and transaction fees. Bidder offers the City the option of extending the term of contract for three (3) additional years at the same unit price, if the option is exercised prior to the expiration of the original term of contract, April 30, 2016. The total amount of the extension based on the same unit price and estimated quantities for the three (3) year extension is \$793,374.00.

**BACKGROUND / DISCUSSION:**

Solicitation No. 2013-111R is a request for proposals where Duncan Solutions was awarded.

**SELECTION SUMMARY:**

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills an 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 and Strategic Sourcing recommends exercising the available option.

**PROTEST**

There was no protest received for this requirement.

Protest received.

**PRIOR COUNCIL ACTION:**

Council awarded solicitation to Duncan Solutions on April 30, 2013

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$793,374.00  
Account: 532090 – Parking Meters - Maintenance and Repairs  
Department: 564 – International Bridges  
Fund: 3300 – International Bridges  
Division: 64850 – Parking Meter  
Program: P6409 and P6410

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*



**DEPARTMENT HEAD:**

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Mathew McElroy, International Bridges Director

**COUNCIL PROJECT FORM  
(REQUEST FOR PROPOSAL)**

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

Please place the following item on the **REGULAR** agenda (under **RFP's**) for the Council Meeting of **FEBRUARY 23, 2016.**

Strategic Goal #7: Enhance and Sustain El Paso's Infrastructure Network

Request that the Director of Purchasing and Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract. 2013-111R (Single-Space Parking Meters) with Duncan Parking Technologies, Inc., for three (3) additional years pursuant to the provisions of an award approved by the City Council on April 30, 2013. The extended contract period will be from April 30, 2016 to April 29, 2019.

Department:	International Bridges
Vendor:	Duncan Parking Technologies, Inc. Milwaukee, WI
Item(s):	All
Option:	3 years
Estimated Annual Amount:	\$251,838.00 (Year 1) \$264,558.00 (Year 2) \$276,978.00 (Year 3)
Total Estimated Award:	\$793,374.00 (3 Year Total)
Account No.:	532090-564-3300-64850-P6409 532090-564-3300-64850-P6410
Funding Source:	Parking Meters – Maintenance and Repairs
District(s):	1, 3 and 8

This is a Request for Proposal (RFP) equipment/service contract.

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



## Purchasing & Strategic Sourcing Department

### 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

## Eight (8) Factor Option Memo

To: Purchasing & Strategic Sourcing Department

From: Mathew McElroy, Director   
Authorized Signature

Subject: Eight (8) Factor Option

Date: February 3, 2016

Re: Solicitation 2013-111R Single Space Parking Meters

International Bridges Department recommends authorizing the Option to Extend Single Space Parking Meters Solicitation for three (3) years for the purchase of parking meters, sensors and service fees. 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?**

**Yes**

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

**Yes, Pricing from 4 manufacturers range from \$470 per meter to \$540 per meter. Duncan's price is \$460.**

**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, the time is so short that the option is the lowest price and most advantageous offer.**

**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](http://www.sam.gov)?**

**Yes.**

Bruce D. Collins, CPPO

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

*"Delivering Outstanding Services"*



## Purchasing & Strategic Sourcing Department

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***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

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

MOTION  
APRIL 30, 2013

Motion made by Representative Niland, seconded by Mayor Pro Tempore Lilly, and unanimously carried to **AWARD** Solicitation No. 2013-111R (Single Space Parking Meters) to Duncan Parking Technologies, Inc. for a total estimated award of \$1,107,550.

Department:	International Bridges
Award to:	Duncan Parking Technologies, Inc. Milwaukee, WI
Item(s):	All
Initial Term:	3 Years
Option:	3 Years
Initial Estimated Amount:	\$1,107,550.00 (Meter Mechanism & Components, Vehicle Sensors and 3 Years License, Maintenance and Transaction Fees)
Total Option:	\$ 342,900.00 (License, Maintenance and Transaction Fees)
Total Estimated Award:	\$1,450,450.00 (6 Years)
Account No.:	Internal Financing through the Bridges Enterprise Fund
Funding Source:	Internal Financing through the Bridges Enterprise Fund

This is a Request for Proposal (RFP), service contract.

That the City Council authorizes the City Manager to execute any and all documents related to this transaction to include budget transfers and accounting entries to recover those costs that can be capitalized over a period not to exceed the life of those assets being acquired.

The Financial Services - Purchasing Division and International Bridges recommend award as indicated to Duncan Parking Technologies, Inc., the highest ranked proposer based on evaluation factors established for this procurement.

Richarda Duffy Momsen, City Clerk