

DEE MARGO
MAYOR



CITY COUNCIL
PETER SVARZBEIN, DISTRICT 1
ALEXSANDRA ANNELLO, DISTRICT 2
CASSANDRA HERNANDEZ, DISTRICT 3
SAM MORGAN, DISTRICT 4
ISABEL SALCIDO, DISTRICT 5
CLAUDIA L. RODRIGUEZ, DISTRICT 6
HENRY RIVERA, DISTRICT 7
CISSY LIZARRAGA, DISTRICT 8

TOMMY GONZALEZ
CITY MANAGER

AGENDA REVIEW MINUTES
April 27, 2020
9:00 A.M.

Due to the temporary suspension of Open Meetings laws due to the COVID-19 emergency this meeting was conducted via telephonic and videoconference platforms.

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The City Council met via video conference on the above date. Meeting was called to order at 9:05 a.m. Mayor Dee Margo present and presiding and the following Council Members answered roll call: Peter Svarzbein, Alessandra Anello, Cassandra Hernandez, Sam Morgan, Isabel Salcido, Claudia Rodriguez, Henry Rivera, and Cissy Lizarraga

The agenda items for the Regular City Council meeting of April 28, 2020 were reviewed.
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3.3. CONSENT AGENDA – RESOLUTIONS

That the City Council approves a Change Order to the Reconstruction of Runway 4-22 EPIA, Contract No. 2017-1059 with Jordan Foster Construction, LLC (“Contractor”) in the amount of TWO HUNDRED FIFTY-FOUR THOUSAND SEVEN HUNDRED SEVENTY AND NO/100 DOLLARS (\$254,770.00) to compensate the Contractor pursuant to the Agreement for achieving re-grading of cross slopes within the basin east of Taxiway P, grading of the cross slopes within the basin west of Taxiway P and the construction of drainage structures to meet FAA standards.

Representatives Anello and Hernandez questioned the following City staff members:

- Mr. Terry Sharpe, Aviation Assistant Director
- Mr. Sam Rodriguez, City Engineer

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8.1. CONSENT AGENDA – REQUEST TO ISSUE PURCHASE ORDERS

The linkage to 25 by 2025 Strategic Plan is Subsection 1.5 - To stimulate economic growth through transit. This contract will allow the City of El Paso to focus on capital improvement implementation that will activate targeted redevelopment through infill growth strategies, parking strategies, and high priority corridor development plans, while leveraging City funding through the capture of potential federal grant funding.

Award Summary:

The award of Solicitation No. 2020-706R Grant Writing Services to Merchant McIntyre & Associates, LLC, for an initial one (1) year estimated award of \$100,000.00. The award is to include one (1) additional term of one (1) year for an estimated amount of \$100,000.00 for a total two (2) year estimated amount of \$200,000.00. The consultant will work closely with the Grants Funded Program Director and Capital Improvement Department planning team to set the scope of the project to follow all grant guidelines, support the level of work that will score among the highest in the nation on the proposal submission, and meet all project evaluation requirements as defined by the funding agent and the needs of the project.

Contract Variance:

There is no previous contract to compare.

Department:	Capital Improvement
Award to:	Merchant McIntyre & Associates, LLC. Washington, DC
Initial Term:	1 year
Option:	One (1) additional term of one (1) year
Annual Estimated Award:	\$100,000.00
Initial Term Estimated Award:	\$100,000.00 (1 year)
Option Total:	\$100,000.00 (1 year)
Total Estimated Award:	\$200,000.00 (2 years)
Account No.:	190-4746-38290-580220
Funding Source:	2020 Capital Plan
District(s):	All

This is a Request for Proposal, service contract.

The Purchasing & Strategic Sourcing and the Capital Improvement departments recommend award as indicated to Merchant McIntyre & Associates, LLC, the highest ranked proposers based on evaluation factors established for this procurement.

In addition, it is requested that the City Attorney’s Office review and that the City Manager be authorized to execute any related contract documents necessary to effectuate this award. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

Mayor Margo and Representatives Svarzbein, Hernandez, Morgan, Rivera, and Lizarraga questioned the following City staff members:

- Ms. Claudia Garcia, Purchasing and Strategic Sourcing Assistant Director
- Ms. Yvette Hernandez, Grant Funded Programs Director
- Mr. Robert Cortinas, Chief Financial Officer
- Mr. Tommy Gonzalez, City Manager
- Mr. Bruce Collins, Purchasing and Strategic Sourcing Director

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 Motion made by Representative Rivera, seconded by Representative Morgan, and unanimously carried to **ADJOURN** this meeting at 9:45 a.m.

APPROVED AS TO CONTENT:

Laura D. Prine, City Clerk