

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

DEPARTMENT: Parks and Recreation

AGENDA DATE: May 31, 2016

CONTACT PERSON/PHONE: Tracy A. Novak, Parks and Recreation Director, 212-1708
Bruce D. Collins, Purchasing and Strategic Sourcing Director, 212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: No. 3 Promote the Visual Image of El Paso

SUBJECT:

Request that the Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Ace Government Services, LLC referencing Contract 2015-863 Janitorial Service – Library. This will be a change order to increase the contract by \$183,503.69 for a total amount not to exceed \$1,038,838.01 for the initial term. The Performance Period will be June 22, 2016 thru September 22, 2016.

BACKGROUND / DISCUSSION:

This is a change order to continue janitorial services for the Parks and Recreation's facilities.

SELECTION SUMMARY:

N/A

COMPENSATION ANALYSIS:

- | | |
|--|-----------------------------|
| • Total Number of Employees: | 40 |
| • Employee Hourly Rate: | \$ 7.25/Hr. |
| • Bill Rate: | \$10.50/Hr. |
| | \$50.00/After Party Cleanup |
| • Bill Rate, if increased to \$10/hr.: | \$14.70/Hr. |
| | \$70.00/After Party Cleanup |
| • 90 Day Increase: | \$73,401.48 |

PROTEST

☒ There was no protest received for this requirement.

☐ Protest received.

PRIOR COUNCIL ACTION:

Contract #2012-050 was awarded on May 22, 2012 to Adefto Building and Grounds Services Inc., for an annual award of \$17,236.28; Total Cleaning Services for an annual award \$231,387.56; Federal Janitorial Stg., LLC for an annual award of \$279,641.80; and Jakinsky International for an annual award of \$21,600. Contract #2013-201 was awarded on July 29, 2013 for an annual award of \$425,761.88; Contract #2015-563 was awarded on June 30, 2015 for an annual award of \$611,614.68.

AMOUNT AND SOURCE OF FUNDING:

Estimated 90 day Amount: \$183,503.69
451-51230-522060-1000-P5106
451-51260-522060-1000-P5110
451-51260-522060-1000-P5111
451-51270-522060-1000-P5114
451-51280-522060-1000-P5116

Funding Source: General Fund -- Maintenance Services Contract -- Janitorial Services

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

**COUNCIL PROJECT FORM
(LOW BID OR BEST VALUE BID)**

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

Please place the following item on the CONSENT agenda (under PURCHASING REQUESTS, ETC.) for the Council Meeting of May 31, 2016.

STRATEGIC GOAL: No. 3 Promote the Visual Image of El Paso

Request that the Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Ace Government Services, LLC referencing Contract 2015-863 Janitorial Service – Library. This will be a change order to increase the contract by \$183,503.69 for a total amount not to exceed \$1,038,838.01 for the initial term. The Performance Period will be June 22, 2016 thru September 22, 2016.

Department:	Parks and Recreation
Award to:	Ace Government Services LLC
Total Estimated Amount:	\$183,503.69 (90 days)
Account No.:	451-51230-522060-1000-P5106
	451-51260-522060-1000-P5110
	451-51260-522060-1000-P5111
	451-51270-522060-1000-P5114
	451-51280-522060-1000-P5116
Funding Source	General Fund – Maintenance Service Contract – Janitorial Services
District(s):	All

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

MOTION
JUNE 30, 2015

Motion made by Representative Niland, seconded by Representative Romero, and unanimously carried to **AWARD** Solicitation No. 2015-863 Janitorial Services – Library Facilities to Ace Government Services for an initial three (3) year term estimated award of \$855,334.32. The award is to include a two (2) year optional amount of \$570,222.88 for a five (5) year award of \$1,425,557.20. The performance period will be from July 13, 2015 to July 12, 2018.

Department:	Library
Award to:	Ace Government Services LLC
	El Paso, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$285,111.44
Initial Term Estimated Award:	\$855,334.32 (3 years)
Option Year Totals:	\$570,222.88 (2 years)
Total Estimated Award:	\$1,425,557.20 (5 years)
Account No.:	453 – 522060 – 1000
Funding Source:	General Funds – Janitorial Contract

This is a Best Value, service contract.

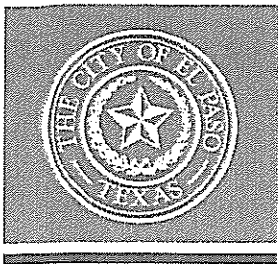
The Purchasing & Strategic Sourcing Department and Library recommend award as indicated to Ace Government Services LLC, the bidder offering the best value bid.

Recommend to be deemed non-responsive Jakinsky International dba Freedom International Services and Precision Cleaning because amendments were not acknowledged.

Richarda Duffy Momsen, City Clerk

13.1.2.

CONTRACT MODIFICATION/CHANGE ORDER REQUEST REVIEW and APPROVAL FORM					Team Leader																																																																																																										
					Project Manager																																																																																																										
Contract Information					Budget Information																																																																																																										
1. Contract Number <u>2015-863</u>					1. GL Account Number _____																																																																																																										
2. Contractor <u>Ace Government Services LLC</u>					2. GL Account Balance _____																																																																																																										
3. Contract Name <u>Janitorial Services - Library Facilities</u>					3. CM/CO Amount _____																																																																																																										
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Contract Modification/Change Order History					Time Extension Required																																																																																																										
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					Director of Purchasing & Strategic Sourcing Signature _____ Date _____																																																																																																										
					<i>The City Manager's signature is required for contract modifications or change orders above \$50,000. The Purchasing & Strategic Sourcing Director's signature is required for contract modifications or change orders below \$50,000.</i>																																																																																																										
					Signature _____ Date _____																																																																																																										
Description of Proposed Change																																																																																																															
To provide janitorial services to Parks and Recreation, until a new contract is in place. This amount is for 90 days																																																																																																															
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Budget Amendment <input type="checkbox"/> PeopleSoft Change Against Original P.O. <input type="checkbox"/> New P.O. entered into PeopleSoft </div> <div style="text-align: right;"> For Budget Use Only Date _____ Date _____ Date _____ </div> </div>																																																																																																															



Purchasing & Strategic Sourcing Department

CHANGE ORDER LETTER

Mayor

Oscar Leeser

May 23, 2016

City Council

District 1

Peter Svarzbein

District 2

Jim Tolbert

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

Ace Government Services LLC

Attn: Steven P. Chapel

12652 Tierra Gema Ct.

El Paso, TX 79938

Subject: Contract Modification No. 1

Contract Number: 2015-863 Janitorial Services – Library Facilities

Dear Mr. Collins:

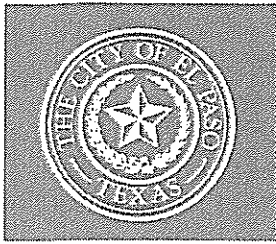
In connection with the City of El Paso, Texas's Contract Number 2015-863 Janitorial Services – Library Facilities, effective July 13, 2015, the following changes are ordered in accordance with Note 5 delineated in the solicitation.

"At any time during the term of the contract the Purchasing Director or designated personnel may increase or decrease the scope of supplies and or services as he may find necessary to accomplish the general purpose of the contract".

Changes to the Contract:

1. The change is to add additional Parks and Recreation Facilities for a period of 90 days. Performance Period June 22, 2016 to August 22, 2016.
2. Previous not to exceed total Contract amount: \$ 855,334.32
Modification No. 1 increase: \$ 183,503.69
Revised not to exceed total Contract amount: \$1,038,838.01

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



Purchasing & Strategic Sourcing

Mayor

Oscar Leeser

All other terms and conditions of the Contract shall remain unchanged and in full force and effect.

City Council

District 1

Peter Svarzbein

District 2

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District 3

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District 5

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District 6

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District 7

Lily Limón

District 8

Cortney C. Niland

The following conditions apply to this contract modification:

- A. The aforementioned changes, and work affected thereby, are subject to all contract stipulations and covenants;
- B. The rights of City of El Paso are not prejudiced, and;
- C. All claims against City of El Paso, which are incidental to or as a consequence of the aforementioned change are satisfied.

-----ACCEPTED-----

Ace Government Services LLC

City of El Paso

By:

Steven P. Chapel

Title: Chief Operating Office

Date:

By:

Bruce D. Collins

Title: Purchasing Director

Date:

City Manager

Tommy Gonzalez