

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

**DEPARTMENT:** Department of Information Technology Services

**AGENDA DATE:** July 14, 2015

**CONTACT PERSON/PHONE:** Bruce D. Collins – Purchasing & Strategic Sourcing, Director (915) 212-1181  
Enrique Martinez, Jr. –Director, Information Technology, (915) 212-1400

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:**

Strategic Goal 7, Enhance and Sustain El Paso's Infrastructure Network.

**SUBJECT:**

Request approval to reject three proposal responses to RFP 2015-740R received for the Citywide Copier Services. During the evaluation process, the Information Technology Department and rating committee agreed to modify the hardware and software requirements that will leverage a more cost-effective solution.

**BACKGROUND / DISCUSSION:**

The City issued RFP 2009-83 for Citywide Copier Services to Spectrum Imaging Technologies servicing City fleet comprised of vendor owned equipment, maintenance, toner, and other printing consumable supplies.

The final contract extension is scheduled to expire; the City issued RFP 2015-740R.

**SELECTION SUMMARY:**

Solicitation was advertised on March 10, 2015 and March 17, 2015, and opened June 3, 2015. On March 10, 2015 bid notifications were mailed out, the solicitation was posted on City website and the email (Purmail) notification was sent out. Fifteen (15) local vendors were solicited and three (3) local bidders responded.

**PRIOR COUNCIL ACTION:** N/A

**AMOUNT AND SOURCE OF FUNDING:**

N/A

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

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Enrique Martinez Jr., Department of Information Technology Services, Director

**COUNCIL PROJECT FORM  
(REJECT ALL PROPOSALS)**

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

Please place the following item on the **CONSENT** agenda (under **RFP**) for the Council Meeting of **JULY, 2014**.

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

Request rejection of all proposals received for Solicitation No. 2015-740R Citywide Copier Services as recommended by the Purchasing & Strategic Sourcing Department and Information Technology to modify the hardware and software requirements to leverage a more cost-effective solution.

This solicitation will be rebid.

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