

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

CITY CLERK DEPT.
2016 JUL 20 PM 2: 24

DEPARTMENT: Streets & Maintenance

AGENDA DATE: July 26, 2016

CONTACT PERSON/PHONE: Ted Marquez – Streets & Maintenance, Director (915) 212-7000
Bruce D. Collins – Purchasing & Strategic Sourcing, Director (915) 212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: No. 2 Set the Standard for a Safe and Secure City

SUBJECT:

Request that the Director of Purchasing & Strategic Sourcing Department be authorized to increase a purchase order previously issued administratively for \$50,000.00 to The Eagle Janitorial Service by an additional \$25,000.00 for Janitorial services for City Hall 1,2,3,4 and UPTT for an additional transitional period of ten (10) days pursuant to Local Government Code, Chapter 252, Section 252.022(2)-General Exemptions, public health or safety exemption.

BACKGROUND / DISCUSSION:

City Council approved the award of Janitorial Services – City Hall 1,2,3,4 and UPTT on July 12, 2016. The new vendor will need 30 days to transition to provide bonding, obtain staff and conduct background checks.

Prior to awarding this contract, on March 8th a contract was awarded to Star-Clean and through admission of an error in their pricing the contract was terminated for default on April 5th.

An Administrative Purchase was issued for \$50,000 to cover the services until a new contract is awarded and it will be exhausted by the end of July. The Purchasing Director authorization threshold is \$50,000.00 Therefore we are requesting for an increase of \$25,000.00 to cover the transitional period.

SELECTION SUMMARY:

N/A

PROTEST

☒ There was no protest received for this requirement.

PRIOR COUNCIL ACTION:

March 8, 2016 City Council approved the award of contract 2015-1161. On April 5, 2016 City Council approved the Termination for Default for Contract 2015-1161.

AMOUNT AND SOURCE OF FUNDING:

Department: Streets & Maintenance
Amount: \$25,000.00
Fund Source: General Funds – Maintenance Service Janitorial Contract
Account: 532-31040-522060-1000-P3120

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Ted Marquez, Streets & Maintenance, Director

**COUNCIL PROJECT FORM
(EXEMPTION)**

CITY CLERK DEPT.

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

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **JULY 26, 2016**.

STRATEGIC GOAL: No. 2 Set the Standard for a Safe and Secure City

Request that the Director of Purchasing & Strategic Sourcing Department be authorized to increase a purchase order previously issued administratively for \$50,000.00 to The Eagle Janitorial Service by an additional \$25,000.00 for Janitorial Services for City Hall 1,2,3,4 and UPTT for an additional transitional period of ten (10) days pursuant to Local Government Code, Chapter 252, Section 252.022(2)-General Exemptions, public health or safety exemption.

Department:	Streets & Maintenance
Award to:	The Eagle Janitorial Service
	El Paso, TX
Total Amount:	\$25,000.00
Account No.:	532-31040-522060-1000-P3120
Funding Source:	General Funds-Maintenance Service Janitorial Contract
District(s):	All
Reference No.:	2016-1154

This is Public Health or Safety Exemption pursuant to Local Government Code, Chapter 252, Section 252.022(2)-General Exemptions.

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

DATE: 7/20/2016