

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

DEPARTMENT: Environmental Services & Code Enforcement

AGENDA DATE: July 26, 2016

CONTACT PERSON/PHONE: Ellen Smyth, Director of Environmental Services, 212-6060
Bruce D. Collins, Purchasing Director, 212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: NO. 8: Nurture and Promote a Healthy, Sustainable Community

SUBJECT:

The Environmental Services & Code Enforcement is requesting that the Director for the Purchasing & Strategic Sourcing Department be authorized to extend current Contract No. 2014-014R, Laboratory Services for Municipal Solid Waste Facilities to Environmental Science & Engineering Corp. for an additional two (2) years for a total estimated amount of \$46,960.00. The contract will continue laboratory services for municipal solid waste facilities.

BACKGROUND / DISCUSSION:

The Environmental Services & Code Enforcement is recommending the above extension. The extension will provide the ability to continue with laboratory services ensuring compliance with state regulations. Services include analysis of groundwater samples collected from monitoring wells located at the City's landfill facilities (McCombs Landfill and Greater El Paso Landfill).

SELECTION SUMMARY:

Solicitation was advertised on 09/17/13 and 09/24/13. The solicitation was posted on City website on 09/17/13. The email (Purmail) notification was sent out on 09/17/13. Total of eight (8) bidders were solicited; two (2) local vendors. Five (5) bids were received; there were no local vendors.

PROTEST

☒ There was no protest received for this requirement.

☐ Protest received.

PRIOR COUNCIL ACTION:

Council awarded Request for Proposal (RFP) 2014-014R on November 12, 2013.

AMOUNT AND SOURCE OF FUNDING:

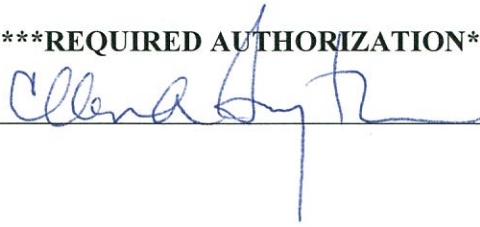
Estimated Amount: \$46,960.00 (2 years)
Department: Environmental Services Department
Account: 334-34000-522040-3100-P3425 Environmental Contracts.

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

A handwritten signature in blue ink, appearing to read 'C. L. G. T.', is written over a horizontal line. A vertical line extends downwards from the signature.

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **JULY 26, 2016**.

STRATEGIC GOAL: NO. 8) Nurture and Promote a Healthy, Sustainable Community

Request that the Director of Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-014R Laboratory Services for Municipal Solid Waste Facilities with Environmental Science & Engineering Corp. for two (2) additional years pursuant to the provisions of an award approved by the City Council on November 12, 2013. The extended contract period will be from November 13, 2016 to November 12, 2018.

Department:	Environmental Services & Code Enforcement
Award to:	Environmental Science & Engineering Corp. Mt. Juliet, TN
Annual Estimated Amount:	\$23,480.00
Total Estimated Amount:	\$46,960.00 (2 years)
Account No.:	334 - 34000 – 522040 – 3100 – P3425
Funding Source:	Environmental Services - Environmental Contracts
District(s):	All

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

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

**MOTION
NOVEMBER 12, 2013**

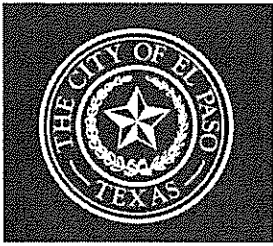
Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. RFP 2014-014R (Laboratory Services for Municipal Solid Waste Facilities) to Environmental Science & Engineering Corp. for a total estimated award of \$70,440 (3 Years).

Department:	Environmental Services - Landfill
Award to:	Environmental Science & Engineering Corp. Mt. Juliet, TN
Item(s):	All
Initial Term:	3 Years
Option to Extend:	2 Year
Payment Terms:	N30
Annual Estimated Amount:	\$ 23,480
Total Estimated Award:	\$ 70,440 (3 years)
Total Estimated Award:	\$117,400 (5 Years)
Account No.:	3100-334-34130-522040
Funding Source:	Environmental Contracts

This is an RFP, Service contract.

The Purchasing & Strategic Sourcing Department and Environmental Services recommend award as indicated to Environmental Science & Engineering Corp.(ESC), the highest ranked offeror based on evaluation factors established for this procurement.

Richarda Duffy Momsen, City Clerk



Purchasing & Strategic Sourcing Department

Mayor
Oscar Leeser

Eight (8) Factor Option Memo

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

To: Purchasing & Strategic Sourcing Department

From: Ellen Smyth, Director
Environmental Services & Code Enforcement

Subject: Eight (8) Factor Option

Date: July 24, 2016

Re: Extend Contract No. 2014-014R Laboratory Services for Municipal Solid Waste Facilities

Environmental Services & Code Enforcement recommends authorizing the option to extend Environmental Science & Engineering Corp. for two (2) additional years for Laboratory Services for Municipal Solid Waste Facilities. Exercising this option would meet the following threshold considerations:

1. *Are funds available for this Option to Extend?*

Yes, funds are available.

2. *Does the Requirement covered by this option fill an existing need of the City?*

Yes, there is need for these laboratory services in order to maintain compliance with state regulations.

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

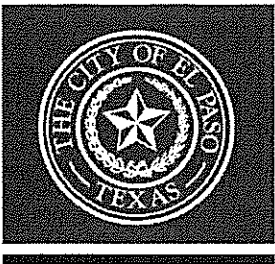
Yes, this is an extension to the contract awarded back in 2013; prices are better than the current available market price.

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?*

This contract was awarded back in 2013, with the option to extend two (2) additional years. This option would be the most advantageous offer.

Bruce D. Collins, CPPO

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



Department Name Goes Here

- 5. Does the Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?* Yes, per the Vendor Performance Form, the vendor's performance rating was good or better on all technical performance factors and management performance factors.
- 6. Is the vendor currently under debarred status as per System for Award Management (SAM) www.sam.gov?* No Search Results
- 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