

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

**DEPARTMENT:** Streets and Maintenance Department

**AGENDA DATE:** October 20, 2016

**CONTACT PERSON/PHONE:** Ted Marquez, Streets and Maintenance Director (915) 212-7015  
Bruce D. Collins, Purchasing Director, (915) 212-1181

**DISTRICT(S) AFFECTED:** ALL

**STRATEGIC GOAL:** 2) Set the Standard for a Safe and Secure City

**SUBJECT:**

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2013-268 (Auxiliary Generator Maintenance) with Loftin Equipment Company for two (2) additional years pursuant to the provisions of an award approved by the City Council on December 10, 2013. The total estimated award amount is \$150,000.00. The extended contract period will be from December 10, 2016 to December 9, 2018.

**BACKGROUND / DISCUSSION:**

There are 15 generators housed in different locations throughout the City that require routine maintenance. The approval of this contract would allow for the continual maintenance and upkeep of these generators allowing for consistent, safe and efficient operation which is crucial to the operation of all Police Command Centers, Fire Stations, transmitter sites and emergency management systems.

**SELECTION SUMMARY:**

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and; (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

**PROTEST**

No protest received for this requirement.

**COUNCIL REPRESENTATIVE BRIEFING:**

Was a briefing provided?  Yes or  Not Applicable (Routine)

If yes, select the applicable districts.

- District 1
- District 2
- District 3
- District 4
- District 5

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- All Districts

**PRIOR COUNCIL ACTION:**

Yes. Council previously approved contract 2013-268 on December 10, 2013, Item 8A.

**AMOUNT AND SOURCE OF FUNDING:**

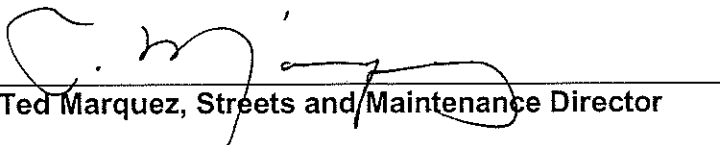
Department: General Services  
Annual Amount: \$75,000.00  
Total Award Amount: \$150,000.00 (2 years)  
Funds Available: Dept.: 532 – Acct: 522260 – Fund: 1000 – Div.: 31040 – Program Code: P3120  
Funds Source: General Fund – Building Facilities Maintenance Contracts

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

  
\_\_\_\_\_  
Ted Marquez, Streets and Maintenance Director

**COUNCIL PROJECT FORM  
(CONTRACT EXTENSION)**

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **October 18, 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 exercise the City's option to extend current Contract 2013-268 Auxiliary Generator Maintenance with Loftin Equipment Company for two (2) additional years pursuant to the provisions of an award approved by the City Council on December 10, 2013. The extended contract period will be from December 10, 2016 to December 09, 2018.

Department:	Streets & Maintenance
Award to:	Loftin Equipment Company Phoenix, AZ
Item(s):	All
Option:	Two (2) Years
Annual Estimated Amount:	\$75,000.00
Total Estimated Amount:	\$150,000.00 (2 years)
Account No.:	532-31040-522260-1000-P3120
Funding Source:	General Fund – Building Facilities Maintenance Contracts
District(s):	All

This is a Best Value, service contract.

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

**MOTION  
DECEMBER 10, 2013**

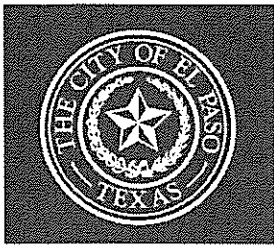
Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2013-268 (Auxiliary Generator Maintenance) to Loftin Equipment Company for an initial term estimated award of \$225,000.

Department:	General Services – Facilities Maintenance Division
Award to:	Loftin Equipment Company Phoenix, AZ
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$ 75,000
Initial Term Estimated Award:	\$225,000 (3 years)
Total Estimated Award:	\$375,000 (5 years)
Account No.:	231 – 31040 – 522260 – 1000 – P3120
Funding Source:	General Services Dept - General Fund – Building Facilities Maintenance Contracts

This is a Best Value, service contract.

The Purchasing & Strategic Sourcing Department and General Services – Facilities Maintenance Division recommends award as indicated to Loftin Equipment Company, the bidder offering the best value bid.

Richarda Duffy Momsen, City Clerk



## Purchasing & Strategic Sourcing Department

### Eight (8) Factor Option Memo

**Mayor**  
Oscar Leeser

**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: René Barraza, Business and Finance Mgr  
Streets and Maintenance

\_\_\_\_\_  
Authorized Signature

Subject: Eight (8) Factor Option

Date: September 30, 2016

Re: 2013-268 – Auxiliary Generator Maintenance

The Streets and Maintenance Department recommends authorizing the Option to Extend current Contract 2013-268 (Auxiliary Generator Maintenance) for two (2) additional years. Exercising this option would meet the following threshold considerations:

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

Yes funds are available in Account, 532-31040-522260-1000-P3120 – General Fund – Building Facilities Maintenance Contracts.

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

Yes. There are 15 generators housed in different locations throughout the City that require routine maintenance. The approval of this contract would allow for the continual maintenance and upkeep of these generators allowing for consistent, safe and efficient operation which is crucial to the operation of all Police Command Centers, Fire Stations, transmitter sites and emergency management systems.

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

Yes, see #4.

**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.**

The current vendor has been providing this service to the City since being awarded Contract No. 2013-268 in 2013. Pricing has remained the same since the contract was initiated and is consistent or better than current market prices.

Bruce D. Collins, CPPO

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



**Department Name Goes Here**

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**5. Does the Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?**

Yes.

**6. Is the vendor currently under debarred status as per System for Award Management (SAM) [www.sam.gov](http://www.sam.gov)?**

No.

**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.

ITEM	LOFTIN EQUIPMENT COMPANY CITY'S COST 2013-268	CURRENT MARKET	DIFFERENCE
35RZ82	\$3.95	\$6.99	76.96% +
RLS750	\$59.95	\$109.00	81.82% +
45RZ82	\$144.54	\$271.00	87.49% +

Bruce D. Collins, CPPO

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



# Streets and Maintenance Department

## Auxiliary Generator Maintenance 2013-268

### Auxiliary Generator Maintenance

Solicitation Number 2016-268

October 18, 2016

*"Delivering Outstanding Services"*



# Streets and Maintenance Department

Auxiliary Generator Maintenance 2013-268

## **Strategic Plan Goal:**

*2) Set the Standard for a Safe and Secure City*

*"Delivering Outstanding Services"*



# Streets and Maintenance Department

## Auxiliary Generator Maintenance 2013-268

### Purpose of Procurement

There are 15 generators housed in different locations throughout the City that require routine maintenance. This contract allows for the continual maintenance and upkeep of these generators allowing for consistent, safe and efficient operation which is crucial to the operation of all Police Command Centers, Fire Stations, transmitter sites and emergency management systems. Locations include:

- City 2
- Fire Station #5
- 1059 Lafayette
- PD Headquarters and Pebble Hills, Westside and Mission Valley Command Centers
- 911 District

*"Delivering Outstanding Services"*



# Streets and Maintenance Department

## Auxiliary Generator Maintenance 2013-268



*"Delivering Outstanding Services"*



# Streets and Maintenance Department

## Auxiliary Generator Maintenance 2013-268

### Solicitation Number 2013-268

Contractor	
Item(s)	Auxiliary Generator Maintenance
Initial Term	3 year term; \$225,000
Option	2 year option; \$150,000
Estimated Award	<b>\$375,000.00</b>
Funding Source	<b>Building Facility Maintenance Contracts</b>
Account No.	532-31040-522260-1000-P3120



## Streets and Maintenance Department

Auxiliary Generator Maintenance 2013-268

# Questions & Comments

*"Delivering Outstanding Services"*