

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

DEPARTMENT: Public Health Department

AGENDA DATE: October 27, 2015

CONTACT PERSON AND PHONE NUMBER(S): Robert Resendes, Public Health Director, 212-6500
Bruce D. Collins, Purchasing Director 212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL 8:
Nurture and Promote a Healthy, Sustainable Community

SUBJECT:
Request that the Director of the Purchasing and Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2013-116 Janitorial Services for WIC Clinics for an additional two years pursuant to the provisions of an award approved by City Council on February 11, 2013. The annual amount is \$214,868.88 for a 2 year total cost of \$429,737.76. The extended contract period will be from February 16, 2016 through February 15, 2018.

BACKGROUND / DISCUSSION:
Council awarded 2013-116 Janitorial Services for WIC Clinics to The Eagle Janitorial Services for an initial three year term, the total estimated award for (3) years \$644,606.64 on February 11, 2013. Request to extend Contract Number 2013-116 Janitorial Services for WIC Clinics. This contract will provide janitorial services for WIC Clinics.

SELECTION SUMMARY:
N/A

PRIOR COUNCIL ACTION:
Council awarded Contract 2013-116 Janitorial Services for WIC Clinics to The Eagle Janitorial Services for an initial (3) year term, total estimated award for (3) years \$644,606.64 February 16, 2016 – February 15, 2018 with an option to renew for two years.

AMOUNT AND SOURCE OF FUNDING:

Department:	Public Health
Annual Estimated Amount:	\$ 214,868.88
Initial Term Estimated Award:	\$ 429,737.76 (2 years)
Total Estimated Amount:	\$ 429,737.76 (2 years)
Accounts:	341-1000-41170-522060
Fund Source Name:	General Fund
Accounts:	341-2140-41240-522060-GS4116AD
Fund Source Name:	Health Grants

BOARD / COMMISSION ACTION:
N/A

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

DEPARTMENT HEAD: _____

Name	Signature	Date
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**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **CONSENT** agenda (**under PURCHASING REQUESTS, ETC.**) for the Council Meeting of **October 27, 2015**.

**Strategic Goal 8:
Nurture and Promote a Healthy, Sustainable Community**

Request that the Director of the Purchasing and Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2013-116 Janitorial Services for WIC Clinics with The Eagle Janitorial Services for two (2) additional years pursuant to the provisions of an award approved by the City Council on February 11, 2013. The extended contract period will be from February 16, 2016 – February 15, 2018.

Department:	Public Health
Award to:	The Eagle Janitorial Services El Paso, Texas
Item(s):	All
Option:	(2) two years
Annual Estimated Award:	\$214,868.88
Total Estimated Award:	\$429,737.76 (2 years)
Accounts:	341-1000-41170-522060
Fund Source Name:	General Fund
Accounts:	341-2140-41240-522060-GS4116AD
Fund Source Name:	Health Grants
District(s):	All

This is a Best Value, services contract.

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

MOTION
FEBRUARY 11, 2013

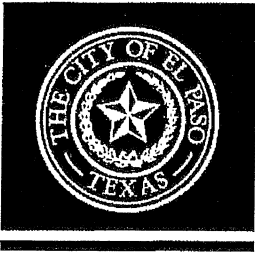
Motion made by Representative Byrd, seconded by Representative Ortega, and unanimously carried to **AWARD** Solicitation No. 2013-116 (Janitorial Services for WIC Clinics) to The Eagle Janitorial Services for an initial term estimated award of \$644,606.64.

Department:	Public Health
Award to:	The Eagle Janitorial Services
	El Paso, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$214,868.88
Initial Term Estimated Award:	\$644,606.64 (3 years)
Total Estimated Award:	\$1,074,344.40 (5 years)
Account No.:	341-41170-522060-1000
	341-41240-522060-2140-G4113AD0/G4113NE0
	341-41300-522060-2140-G4112180
	231-31040-522060-1000
Funding Source:	General Funds – Public Health
	TDH WIC Services – Public Health
	STD/HIV Clinic Grant – Public Health
	General Funds – General Services

This is a Best Value, service type contract.

The Financial Services - Purchasing Division and Department of Public Health recommend award as indicated to The Eagle Janitorial Services, the bidder offering the best value bid.

Richarda Duffy Momsen, City Clerk



Purchasing & Strategic Sourcing Department

Seven (7) Factor Option Memo

Mayor

Oscar Leaser

City Council

District 1

Peter Svarzbein

District 2

Larry Romero

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: Robert Resendes, Public Health Director

Robert Resendes
Authorized Signature

Subject: Seven (7) Factor Option

Date: October 27, 2015

Re: 2013-116 Janitorial Services for WIC Clinics

Public Health Department recommends authorizing the Option to Extend 2013-116 Janitorial Services for WIC Clinics for 2 years for janitorial services for WIC Clinics. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes, this is a recurrent item in the department budget.

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

Yes, department facilities provide service to the public and should be clean and presentable.

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

2% reduction in the hourly rate from 2010-067 (\$10.12/hour to \$9.94/hour)

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?

Yes, this is the most advantageous offer to continue services without interruption using the option to extend the contract.

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? NO

7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form? NO

Bruce D. Collins, CPPO

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

"Delivering Outstanding Services"