

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

CITY CLERK DEPT.
2016 OCT 25 PM 12:39

DEPARTMENT: Library

AGENDA DATE: November 1, 2016

CONTACT PERSON/PHONE: Margaret Neill, Interim Library Co-Director, 212-3229
Bruce D. Collins, Purchasing Director, 212-1181

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL:

Goal 4: Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

SUBJECT:

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-048 Books and Media in English and Spanish for Adults, Juveniles with Brodart Company for two (2) additional years pursuant to the provisions of an award approved by the City Council on January 28, 2014. The extended contract period will be from November 1, 2016 to October 31, 2018.

Annual Estimated Amount: \$965,239.43
Total Estimated Amount: \$1,930,478.86 (2 years)

BACKGROUND / DISCUSSION:

Libraries is recommending to extend 2 additional years to Brodart Company.

SELECTION SUMMARY:

N/A

PROTEST

No protest received for this requirement.

COUNCIL REPRESENTATIVE BRIEFING:

Was a briefing provided? Yes or No
If yes, select the applicable districts.

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7

- District 8
- All Districts

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PRIOR COUNCIL ACTION:

Yes, Council awarded Contract 2014-048 to Brodart Co. January 28, 2014 Council Agenda 8.2

AMOUNT AND SOURCE OF FUNDING:

453-53010-1000-531030

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

Mark Pungley 10/25/16

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **November 1, 2016**.

STRATEGIC GOAL: NO. 4: ENHANCE EL PASO'S QUALITY OF LIFE THROUGH RECREATIONAL, CULTURAL AND EDUCATIONAL ENVIRONMENTS

Discussion and action on the request that the Director of Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2014-048 Books and Media in English and Spanish for Adults, Juveniles with Brodart Company for two (2) additional years pursuant to the provisions of an award approved by the City Council on January 28, 2014. The extended contract period will be from November 1, 2016 to October 31, 2018.

Department:	Library
Award to:	Brodart Company Williamsport, PA
Option:	One [of One]
Annual Estimated Amount:	\$965,239.43
Total Estimated Amount:	\$1,930,478.86 (2 years)
Account No.:	453 – 53010 – 1000 - 531030
Funding Source:	General Fund– Publication and Subscriptions
District(s):	All

This is a low bid, supply/service contract.

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

**MOTION
JANUARY 28, 2014**

Motion made by Representative Robinson, seconded by Representative Romero, and unanimously carried to **AWARD** Solicitation No. 2014-048 (Books and Media in English and Spanish for Adults, Young Adults and Juveniles) to Brodart Company for an initial term estimated award of \$2,895,718.29. The award includes an option to extend amount of \$1,930,478.86 for a 5 year total estimated award of \$4,826,197.15.

Department:	Library
Award to:	Brodart Company Williamsport, PA
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$ 965,239.43
Initial Term Estimated Award:	\$2,895,718.29 (3 years)
Total Estimated Award:	\$4,826,197.15 (5 years)
Account No.:	453-53010-531030-1000
Funding Source:	General Fund

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This is a low bid, supply/service contract.

The Purchasing & Strategic Sourcing and Library Departments recommend award as indicated to Brodart Company, Inc., the lowest responsive, responsible bidder.

Ingram Library Services, Inc. did not acknowledge Amendment I Media additions to the bid tabulation and is recommended to be deemed non-responsive.

Richarda Duffy Momsen, City Clerk



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Purchasing & Strategic Sourcing Department

Eight (8) Factor Option Memo

Mayor
Oscar Leeser

To: Purchasing & Strategic Sourcing Department
From: Margaret Neill, Interim Co-Director of Library Services
Subject: Eight (8) Factor Option
Date: November 01, 2016
Re: 2014-048 Books & Media in English & Spanish for adults, young adults and juveniles

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

Library recommends authorizing the Option to Extend 2014-048 for 2 years for Books & Media in English & Spanish for adults, young adults and juveniles. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes.

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

Yes, the awarding of this contract will consolidate contract nos. 2014-048 Audio-Visual Materials (All Languages); 2010-061 English Language Adult and Juvenile Books; 2012-269, Spanish Language Adult and Juvenile Books into a single contract with a single vendor.

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

Yes. A price comparison was done with the Adult Trade Hardcover Fiction Books. Brodart is 5% less than the next lowest vendor. See comparison below:

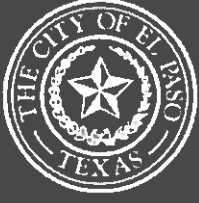
Company	Price
Brodart	15.08
Family Christian	15.99
Jet.com	49.95

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.

No.

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

"Delivering Outstanding Services"



Purchasing & Strategic Sourcing Department

Mayor
Oscar Leeser

City Council

District 1
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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?

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.

Bruce D. Collins

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