

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

CITY CLERK DEPT.

DEPARTMENT:

Police

2014 DEC -2 PM 6:00

AGENDA DATE:

December 9, 2014

CONTACT PERSON NAME AND PHONE NUMBER:

Michelle Gardner, Assistant Chief, 564-7301
Bruce D. Collins, Purchasing and Strategic Sourcing
Director, 212-0043

DISTRICT(S) AFFECTED: All

SUBJECT:

Discussion and action on the request that the Purchasing Director for the Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2011-310R Operation and Maintenance of City of El Paso Police Department Municipal Vehicle Storage Facility with Rod Robertson Enterprises, Inc. for two (2) additional years pursuant to the provisions of an award approved by the City Council on November 29, 2011.

BACKGROUND / DISCUSSION:

The City of El Paso Municipal Vehicle Storage Facility is located at 11615 Railroad Drive and is open 24/7. The duties of RRE (Rod Robertson Enterprises, Inc.) under the contract are to accept vehicles from contracted towing companies as ordered by the Police Department. Such vehicles are those involved in accidents as well as vehicles held as evidence, seized for asset forfeiture or that are abandoned. RRE is also responsible for releasing vehicles to owners, collecting fees, auctioning unclaimed vehicles, and paying towing companies for the services performed for the Police Department. This is a revenue generating contract with net revenues for the City over the two-year period estimated to be \$2,255,049.34, or \$1,127,524.67 annually.

PRIOR COUNCIL ACTION:

City Council approved the current contract with Rod Robertson Enterprises, Inc. on November 29, 2011 and the first Amendment to the Contract on March 4, 2014.

AMOUNT AND SOURCE OF FUNDING:

522150 - 321 - 21280 - P2121 - 4340 - P5002350

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

Greg Allen, Chief of Police

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the **REGULAR** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **DECEMBER 9, 2014**.

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2011-310R Operation and Maintenance of City of El Paso Police Department Municipal Vehicle Storage Facility with Rod Robertson Enterprises, Inc. for two (2) additional years pursuant to the provisions of an award approved by the City Council on November 29, 2011. The extended contract period will be from December 27, 2014 to December 26, 2016. This is a revenue generating contract.

Department:	Police
Award to:	Rod Robertson Enterprises, Inc. San Antonio, Texas
Option:	One [of Two] 2 year options
Annual Projected Gross Revenues:	\$1,127,524.67
Total Projected Gross Revenues:	\$2,255,049.34 (2 years)
Account No.:	321 - 21280 - 522150 - 4340 - P2121 / P5002350
Funding Source:	Police - Outside Contract - NOC
District(s):	All

This is a revenue generating contract.

Additionally it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

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

CITY CLERK DEPT.
2014 DEC -2 PM 6:00

DATE: 12/2/2014

MOTION
NOVEMBER 29, 2011

Motion made by Mayor Pro Tempore Lilly, seconded by Representative Robinson, and unanimously carried to **AWARD** Solicitation No. 2011-310R (Operation and Maintenance of City of El Paso Police Department Municipal Vehicle Storage Facility) to Rod Robertson Enterprise, Inc to operate and manage the vehicle storage facility. This is a revenue generating contract.

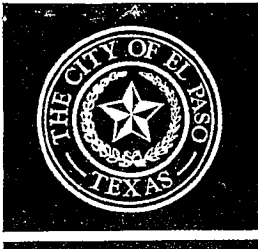
Departments:	Financial Services and Police Department
Award to:	Rod Robertson Enterprises, Inc. San Antonio, TX
Items:	All
Initial Term:	3 Years
Options:	Option 1: 2 Years Option 2: 2 Years
Annual Projected Gross Revenues:	\$1,810,262
Total Projected Gross Revenues:	\$5,430,785 (3 years)
Account No.:	Storage and Auction Revenues
Funding Source:	Storage and Auction Revenues

This is a revenue generating contract.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

The Financial Services - Purchasing Division and Police Departments recommend award as indicated to Rod Robertson Enterprises, Inc., the highest ranked proposer based on evaluation factors established for this procurement.

Richarda Duffy Momsen, City Clerk



Purchasing & Strategic Sourcing Department

Seven (7) Factor Option Memo

Mayor
Oscar Leaser

To: Purchasing & Strategic Sourcing Department

From: Michelle Gardner, Assistant Chief

Michelle Gardner
Authorized Signature

Subject: Seven (7) Factor Option

Date: September 27, 2014

Re: #2011-310R OPERATION AND MAINTENANCE OF CITY OF EL PASO
POLICE DEPARTMENT MUNICIPAL VEHICLE STORAGE FACILITY

City Council

District 1
Ann Morgan Lilly

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

The Police Department recommends authorizing the Option to Extend Solicitation # 2011-310R OPERATION AND MAINTENANCE OF CITY OF EL PASO POLICE DEPARTMENT MUNICIPAL VEHICLE STORAGE FACILITY for 2 years for services related to the 24/7 operation and maintenance of the Municipal Vehicle Storage Facility. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes. This is a revenue-generating contract.

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

Yes. The contract provides services to operate and maintain the Municipal Vehicle Storage Facility. Without the contract, the function would need to be staffed by the Police Department.

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

Yes.

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?

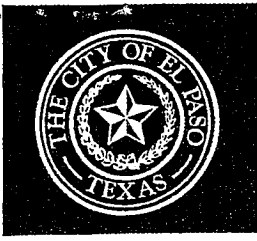
Yes.

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

Yes.

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

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Purchasing & Strategic Sourcing Department

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.