

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

**DEPARTMENT:** MASS TRANSIT DEPARTMENT (SUN METRO)  
**AGENDA DATE:** November 14, 2017  
**CONTACT PERSON/PHONE:** Jay Banasiak, Department of Mass Transit (Sun Metro), 212-3300  
Bruce D. Collins, Purchasing Director, 212-1181  
**DISTRICT (S) AFFECTED:** 1 and 8

**STRATEGIC GOAL: NO. 7: Enhance and Sustain El Paso's Infrastructure Network**

**SUBJECT:**

Discussion and action that the City Council of the City of El Paso authorize award of RFP 2017-1163R, Property & Parking Garage Management Services, to SMG of West Conshohocken, PA for a total estimated three year award of \$1,644,509.00. Contract has an option to extend for two one-year terms for a total five-year estimated amount of \$2,930,581.00. This is management services of the Union Plaza and Glory Road Transit Terminals and San Francisco/Anthony Street parking lots and include daily and evening parking functions, weekend activities, special events at UTEP, downtown El Paso, and Chihuahua baseball games and other requested events.

**BACKGROUND / DISCUSSION:**

Purchasing & Strategic Sourcing and Sun Metro recommend award as stated to SMG, the highest ranked proposer based on evaluation factors established for procurement through this RFP solicitation.

**SELECTION SUMMARY:**

Solicitation was advertised on May 23, 2017 and May 30, 2017. The solicitation was posted on City website on May 23, 2017. The email (Purmail) notification was sent out on May 25, 2017. There were 40 views. Total of eleven (11) bidders were solicited; five (5) were local vendors. Six (6) bids were received; three (3) local vendors

**PROTEST**

No protest received for this requirement.

**COUNCIL REPRESENTATIVE BRIEFING:**

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

**PRIOR COUNCIL ACTION:**

On February 8, 2011, Council approved extension of Solicitation 2007-074R.

**AMOUNT AND SOURCE OF FUNDING:**

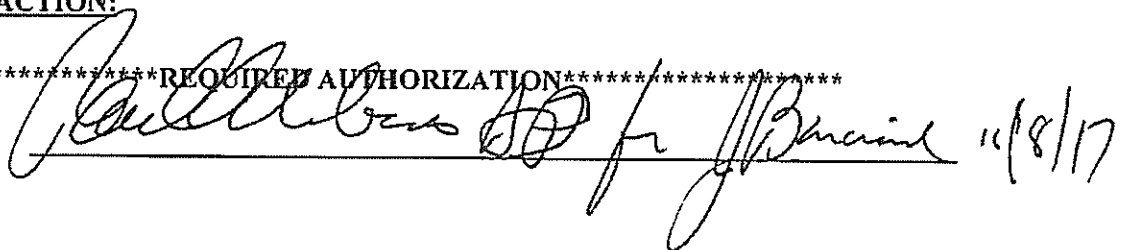
Sun Metro Miscellaneous Operating Funds  
Account No.: 60000 560 3200 570020

**BOARD / COMMISSION ACTION:**

N/A

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

**DEPARTMENT HEAD:**

 11/8/17

**COUNCIL PROJECT FORM  
(RFP)**

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

Please place the following item on the REGULAR agenda for the Council Meeting of November 14, 2017.

**Strategic Goal 7: Enhance and Sustain El Paso's Infrastructure Network.**

Discussion and action on the award of Solicitation No. 2017-1163R (Property & Parking Garage Management Services) to SMG Corporation, for an initial three (3) year term in the estimated amount of \$1,644,509.00. The award is to include two (2) one (1) year options for the amount of \$1,286,072.00 for a total five (5) year award of \$2,930,581.00. This is parking management services of the Union Plaza and Glory Road Transit Terminals and San Francisco/Anthony Street parking lots and include daily and evening parking functions, weekend activities, special events at UTEP, downtown El Paso and Chihuahua baseball games and any other requested events.

Department:	Mass Transit - Sun Metro
Award To:	SMG West Conshohocken, PA
Item(s):	All
Initial Term:	3 years
Option:	Two (2) One (1) year options
Year 1:	\$ 513,526.00
Year 2:	\$ 547,387.00
Year 3:	\$ 583,596.00
Total Estimated Initial Term:	\$1,644,509.00 (3 years)
Option year 4:	\$ 622,323.00
Option year 5:	\$ 663,749.00
Total Estimated 2-Year Option:	\$1,286,072.00
Total Estimated Award:	\$ 2,930,581.00 (5 years)
Account No.:	560-60000-3200-570020
Funding Source:	Miscellaneous Operating Funds
District(s):	1 and 8

This is a Request for Proposal, service 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 Purchasing & Strategic Sourcing and the Mass Transit - Sun Metro Departments recommend award to SMG, the highest ranked proposer based on evaluation factors established for this procurement. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

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



**COMMITTEE SCORE SHEET**  
Request for Proposals

Solicitation Title: Property & Parking Management Services

SOLICITATION NO: 2017-1163R

EVALUATION CRITERIA

	<b>WEIGHT</b>	<b>MAX POINTS</b>	Gold Key Valet, LLC  El Paso, TX	Parking Systems of America LP  Dallas, TX	SMG  West Conshohocken, PA	SP Plus Corporation  Dallas, TX
<b>A. PROPOSAL COST</b>						
Proposal Cost	<b>30%</b>	30	\$893,937.38	\$1,711,869.31	\$1,644,509.00	\$1,536,936.00
<b>SUBTOTAL EVALUATION FACTOR A:</b>		30	30.00	15.67	16.31	17.45
<b>B. MARKETING PLAN</b> Marketing strategy to increase parking and related usage including pedestrian traffic.	<b>10%</b>	10	4.80	7.80	8.20	8.20
<b>SUBTOTAL EVALUATION FACTOR B:</b>		10	4.80	7.80	8.20	8.20
<b>C. PRODEDURAL PLAN</b> Policies and procedures to be implemented to comply with scope of work	<b>10%</b>	10	6.40	8.80	9.60	7.80
<b>SUBTOTAL EVALUATION FACTOR C:</b>		10	6.40	8.80	9.60	7.80
<b>D. RECENT AND RELEVANT EXPERIENCE</b>						
A) Experience with similar size and scope projects	<b>5%</b>	5	2.40	5.00	5.00	5.00
B) Experience with local permitting & license, etc.	<b>5%</b>	5	3.60	5.00	5.00	4.00
C) Written operating procedures including after-hours emergencies	<b>5%</b>	5	1.40	4.80	3.80	4.00
D) Training in OSHA & Federal Terrorism requirements	<b>5%</b>	5	4.60	4.00	4.40	2.40
<b>SUBTOTAL EVALUATION FACTOR D:</b>		20	12.00	18.80	18.20	15.40
<b>E. Experience and Capabilities of Individuals for the Project</b> Experience and work history of assigned staff	<b>15%</b>	15	7.00	11.40	12.20	10.00
<b>SUBTOTAL EVALUATION FACTOR E:</b>		15	7.00	11.40	12.20	10.00
<b>F. Response of References</b> References Checks	<b>15%</b>	15	9.76	14.75	15.00	9.64
<b>SUBTOTAL EVALUATION FACTOR F:</b>		15	9.76	14.75	15.00	9.64
<b>Grand Total</b>	<b>100%</b>	100	69.96	77.22	79.51	68.49



PARKING COMPANY OF AMERICA  
11101 LAKEWOOD BLVD  
DOWNEY, CA 90241

ACE PARKING DBA SHELTER VALET  
6440 AIRPORT ROAD  
EL PASO, TX 79925

LUBBOCK IA  
5401 MLK BLVD  
LUBBOCK, TX 79403

PARKING PRODUCTS  
2517 WYAN DOTTE ROAD  
WILLOW GROVE, PA 19090

PROFESSIONAL PARKING  
199 N. INDUSTRIAL  
DALLAS, TX 75207

ACE PARKING MANAGEMENT  
645 ASH STREET  
SAN DIEGO, CA 92101

AMPCO SYSTEM PARKING  
300 MILLIAM, SUITE #100  
HOUSTON, TX 77002

EL PASO CONVENTION CENTER  
ATTN: BILL BLAZIER  
1 CIVIC CENTER PLAZA  
EL PASO, TX 79901

JACE CONSTRUCTING SERVICES, INC.  
500 W. PAISANO DRIVE  
EL PASO, TX 79901

DIVERSIFIED PARKING  
300 E. MAIN DRIVE #1236  
EL PASO, TX 79901

SMG CROWE  
ATTN: BRYAN CROWE  
1 CIVIC CENTER PLAZA  
EL PASO, TX 79901