

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

**DEPARTMENT:** General Services  
**AGENDA DATE:** January 8, 2013  
**CONTACT PERSON/PHONE:** STUART ED, GENERAL SERVICE DIRECTOR, 621-6822  
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313  
JOHN NEAL, OFFICE OF CITY MANAGER, Special Projects 541-4285  
**DISTRICT (S) AFFECTED:** ALL

**SUBJECT:**

Discussion and action on the request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Central Transportation Systems Inc., a contractor under the State of Texas Contract TXMAS-11-48010 and NBS, Inc., a contractor under ESC Region 19 Contract #11-6660 to establish "on-call" for moving services to support the relocation various City Departments. The City has made the determination that purchasing from these cooperative contracts offers the most cost-effective pricing.

**BACKGROUND / DISCUSSION:**

The City must vacate City Hall in preparation for demolition and subsequent construction of the ball park. The process has already begun and approximately 600 employees work stations and supporting furniture and equipment must be moved within 90 days. The City intends to use a variety of local vendors to accomplish this task based on their specialized capabilities, moving capacities, and competitive pricing established from cooperative contracts.

**SELECTION SUMMARY:**

The City of El Paso has the general authority to access the contract of other governmental agencies available through local, regional, and State cooperative programs. The City of El Paso may use those contracts that offer the best fit and overall value based on the City's specific needs and requirements. Texas TXMAS contractors are local vendors as is the contractor under the Region 19 contract.

**PRIOR COUNCIL ACTION:**

Yes, the participation by the City of El Paso in the State of Texas TXMAS Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007 and participation in the Region 19 Cooperative Purchasing Program was approved on March 4, 2008.

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$600,000  
Account: 999-99998-544060-1000  
Funding Source: City Hall Relocation Fund

**BOARD / COMMISSION ACTION:**

N/A

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

**DEPARTMENT HEAD:    Name**

\_\_\_\_\_

**John Neal, City Manager's Office**

Name

Signature

Date

**COUNCIL PROJECT FORM  
(COOPERATIVE CONTRACT)**

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

Please place the following item on the REGULAR agenda for the Council Meeting of January 8, 2013.

Discussion and action on the request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue Purchase Orders to Central Transportation Systems Inc., a contractor under the State of Texas Contract TXMAS-11-48010 and NBS, Inc., a contractor under ESC Region 19 Contract #11-6660 to establish "on-call" moving services to support the relocation of various City Departments. The City has made the determination that purchasing from these cooperative contracts offers the most cost-effective pricing.

The participation by the City of El Paso in the State of Texas TXMAS Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007 and participation in the Region 19 Cooperative Purchasing Program was approved on March 4, 2008.

Department:	General Services
Award to Vendor #1:	Central Transportation Systems, Inc. El Paso, Texas
Estimated Award:	\$500,000
Award to Vendor #2:	NBS, Inc. El Paso, Texas
Estimated Award:	\$100,000
Total Estimated Award:	\$600,000 (2 Vendors)
Account No.:	999-99998-544060-1000
Funding Source:	City Hall Relocation Fund
District(s):	All
Reference No.:	2013-117

This is a Cooperative, requirement contract.

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

*Dedicated to Outstanding Customer Service for a Better Community*

**SERVICE SOLUTIONS SUCCESS**



**To:** Bruce Collins, Purchasing Manager, (915) 541-4313

**From:** John Neal, Office of City Manager, Special Projects,  
(915) 541-4285

**Date:** December 19, 2012

**Re:** Relocation Services for City Hall Departments

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Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Central Transportation Systems Inc., a contractor under the State of Texas Contract TXMAS-11-48010 and NBS, Inc., a contractor under ESC Region 19 Contract #11-6660 to establish on-call moving services for various departments.

**1. Is there an urgent need for the product/service? In other words, is time of the essence?**  
Yes, the City Hall move must be completed by March 31, 2012.

**2. Does the purchase through the Program promote the standardization of equipment?**  
N/A

**3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?**  
Yes, all the vendors are local El Paso vendors.

**4. Do the available vendors have prior work experience and/or familiarity with the City?**  
Yes, in varying capacities over the years.

**5. Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?**  
Yes and the TXMAS and Region 19 contracts have met the State's competitive bidding processes in the awarding of these contracts. The standard factors used to determine the use of a Cooperative Purchasing program were approved by City Council on June 24, 2008.

**Mayor**  
John F. Cook

**City Council**

*District 1*  
Ann Morgan Lilly

*District 2*  
Susie Byrd

*District 3*  
Emma Acosta

*District 4*  
Carl L. Robinson

*District 5*  
Dr. Michiel R. Noe

*District 6*  
Eddie Holguin Jr.

*District 7*  
Steve Ortega

*District 8*  
Corlney Carlisle Nilan

**City Manager**  
Joyce A. Wilson



Susan Combs Texas Comptroller of Public Accounts

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Rebates: Pursuant to Texas Government Code § 2155.510(b), rebates generated from TXMAS contract purchases made using federal funds must be reported to the federal funding agency for reporting and reconciliation purchases. Each quarter of the State's fiscal year, TXMAS contractors rebate .75% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate using the above percent based on the total dollar value of the TXMAS purchase order.

Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$375 (\$50,000 \* .75% = \$375) will be paid to the State of Texas by the TXMAS contractor.



**CENTRAL TRANSPORTATION SYSTEMS, INC.  
Contract TXMAS-11-48010**

On-Line Catalog/Order Processing

**RELOCATION SERVICES**

Corporate Office:  
CENTRAL TRANSPORTATION  
SYSTEMS, INC.  
P.O. Box 972748  
El Paso TX 79997  
USA

Delivery:

FOB Point: DESTINATION

Terms: NONE

Send PO to:  
CENTRAL TRANSPORTATION  
SYSTEMS, INC.  
4150 RIO BRAVO #100  
EL PASO TX 79902  
USA  
Vendor ID: 17405499306

Remit To: CENTRAL TRANSPORTATION  
SYSTEMS, INC.  
4150 RIO BRAVO #100  
EL PASO TX 79902  
USA  
Vendor ID:

Vendor ID: 17405499306

Invoice From:  
CENTRAL TRANSPORTATION  
SYSTEMS, INC.  
4150 RIO BRAVO #100  
EL PASO TX 79902  
USA  
Vendor ID:

Business Type: Small

DUNS #: 007369119

Effective: 3/25/2011

Expires: 8/23/2015

**CONTACT: BEN YEAGER**  
Phone 915-615-0812  
[BYEAGER@CENTRALSYSTEMS.COM](mailto:BYEAGER@CENTRALSYSTEMS.COM)

**EDUCATION SERVICE CENTER REGION 19**  
**RFP AWARD SUMMARY**

RFP TITLE: Refurbished / Remanufactured Office Furniture - ESC Region 19 Purchasing Cooperative  
RFP NUMBER: 11-6660  
RFP OPENING DATE: April 14, 2011  
CONTRACT TERM: Date of award until April 30, 2012 with the option to extend in 12 month increments not to exceed 36 months in the aggregate  
(Extended until April 30, 2013 by ESC Region 19)  
FUNDING SOURCE: Various  
RFP's ISSUED: 8  
RESPONSES: 2  
ADVERTISEMENT DATES: March 27<sup>th</sup> & April 3<sup>rd</sup>, 2011  
BOARD MEETING DATE: May 19<sup>th</sup>, 2011  
RECOMMENDED FOR AWARD NBS, Inc.  
TOTAL (estimated) \$2,000,000.00 per year

**EXPLANATIONS:**

Award of this contract will enable ESC-Region 19 and its Purchasing Cooperative members to utilize the stated goods and services including parts, labor, and warranty when required during the contract period.

**SPECIFICATIONS PROVIDED BY:** Martin Camacho  
ESC Region 19

**EVALUATION COMMITTEE:** Royce Cleveland  
ESC Region 19

Martin Camacho  
ESC Region 19

Nancy Alvarado  
ESC Region 19

**ORDER INFORMATION:**

**NBS, Inc.**  
Attn: Kim Gregory  
1601 Magoffin Ave.  
El Paso, TX 79901  
800-777-7807 / 915-544-1271  
Fax: 915-351-0170  
[kgregory@nbsinc.com](mailto:kgregory@nbsinc.com)  
[www.nbsinc.com](http://www.nbsinc.com)