

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

DEPARTMENT: GENERAL SERVICES

AGENDA DATE: JANUARY 10, 2012

CONTACT PERSON/PHONE: STUART ED, GENERAL SERVICES DIRECTOR, 621-6822
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Approve purchase order to C&M Turf Care for the purchase of four (4) Tri-King Reel Type Trimmer Mowers:

Tri-King Mowers: \$19,708.92 each
Optional equipment \$5,642.56

Total purchase is for \$101,405.92

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The General Services – Land Management Division is recommending the purchase of the above equipment. As a result of a 2012 Pilot Program, nine fields have been overseeded. These mowers are essential for the success of this program as they will ensure proper maintenance of these fields as well as 36 additional designated ball fields. Due to the frequency and height of cut required on these fields, this equipment (reel mowers) must be used to accomplish the desired mowing schedules. The purchase of this equipment will allow for the maintenance corrals and fleet maintenance repair staff to have the same equipment throughout the city promoting standardization. The equipment is being requested now to ensure delivery before the beginning of the mowing season which is scheduled to begin in March.

SELECTION SUMMARY:

Three quotes were acquired by using COOP contracts due to unavailability in the local market. Several local vendors were contacted but all stated they did not sell this product or one similar in nature. Of the three quotes acquired, C&M Turf Care of Albuquerque, NM was the lowest and therefore was selected for the purchase

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

37150068-508054-27265-PFLESVC01 - General Services Department - Cars, Pickups, Vans

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

DEPARTMENT HEAD: _____

Name

Signature

Date

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

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

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **JANUARY 10, 2012**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to C & M Air Cooled Engine Inc. DBA C & M Golf and Grounds Equipment, a vendor under BuyBoard Contract # 373-11(Grounds Maintenance / Fertilizer / Irrigation Equipment & Supplies), for four (4)Tri-King Reel Type Trimmer Mowers. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the BuyBoard was approved by Mayor and City Council on August 21, 2007.

Department:	General Services
Award to:	C & M Air Cooled Engine Inc. DBA C & M Golf and Grounds Equipment Waco, Texas 76712
Total Estimated Award:	\$101,405.92 (for 4 units)
Account No.:	37150068-508054-27265-PFLESVC01
Funding Source:	General Services, Cars, Pickups, Vans
District(s):	All
Reference No.:	2012-110

This is a Cooperative, unit price contract.

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS



To: Irene Arellano, Purchasing Agent
From: Rene Barraza, Department Administrative Manager
Date: December 1, 2011
Subject: Reel type, self propelled, riding trim mowers – Buy Board Contract #373-11

The General Services Department (GSD) recommends utilizing Buy Board Contract #373-11 to issue a \$101,405.92 purchase order to C&M Equipment for the acquisition of four (4), reel type trimmer mowers. The following are the factors used to evaluate the use of this procurement program as the best approach:

1. Is there an urgent need for the product/service? In other words, is time of the essence?

Yes. As a result of a 2012 Pilot Program, (9) soccer fields have been overseeded and are being maintained by GSD. These mowers are essential for the success of this program as they will ensure proper maintenance of these fields as well as 36 additional designated ball fields. Due to the frequency and height of cut required on these fields, this equipment (reel mowers) must be used to accomplish the desired mowing goals. The cutting season is expected to start in the months of March/April meaning the equipment must be ordered now to ensure delivery before the cutting season begins.

2. Does the purchase through the Program promote the standardization of equipment?

Yes, this will allow the maintenance corrals and fleet maintenance repair staff to have the same equipment throughout the city. This is the standard equipment used throughout the industry for professional sports turf maintenance. Other equipment similar in nature has already been purchased.

3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?

No, there are no comparable products available locally. The department contacted several equipment vendors, however, they stated they did not sell a similar product resulting in the use of the Buy Board Contract and this vendor.

4. Do the available vendors have prior work experience and/or familiarity with the City?

Yes, a working history has been established with the provider. Similar products (5 Gang Mowers) were purchased from this vendor in July of this year.

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?

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. Michel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson

General Services
Director
Stuart C. Ed



GENERAL SERVICES DEPARTMENT
1059 Lafayette Drive - El Paso, Texas 79907 - (915) 621-6822

RE: Reel type, self propelled, riding trim mowers – Buy Board Contract #373-11

Date: 12/01/11

Page 2

Price reasonableness has been established because the cooperative purchasing agency used a competitive bidding process in the awarding of the contract.

The participation by the City of El Paso in the Texas Association of School Boards (TASB BuyBoard) was approved by Mayor and City Council on August 21, 2007.



GENERAL SERVICES DEPARTMENT
1059 Lafayette Drive - El Paso, Texas 79907 - (915) 621-6822