

**CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)**

DEPARTMENT: GENERAL SERVICES

AGENDA DATE: JANUARY 30, 2007

CONTACT PERSON/PHONE: JEFFERY BELLES , Terrence Freiburg, 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.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend the current Maintenance of Overhead Doors contract, 2005-039, with Sun City Garage Doors, Inc., for one (1) additional year, pursuant to the provisions to an award approved by City Council on February 8, 2005. Contract Extension Period: March 1, 2007 through February 28, 2008

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?

Continue maintenance of overhead doors at all City Facilities

PRIOR COUNCIL ACTION:

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

Yes

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?

31010326-01101-502226 Operating Account, Building/Facilities Maintenance Contracts.
Total Recommend Award: \$75,000 Estimated

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: Jeffery A. Belles, Director

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA: _____

CITY MANAGER: _____

DATE: _____

CITY CLERK DEPT.
07 JAN 24 AM 9:51

DATE: January 18, 2007
TO: Municipal Clerk
FROM: Terrence Freiberg  Ray Heredia
PURCHASING DIVISION 541-4308/4316

Please place the following item on the CONSENT City Council Agenda of **January 30, 2007.**

Item should read as follows:

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend the current Maintenance of Overhead Doors at various Fire Stations contract with Sun City Garage Doors, Inc., for one (1) additional year, pursuant to the provisions to an award approved by City Council on February 8, 2005. Contract Period: March 1, 2007 through February 28, 2008

OPTION NO.: ONE [OF ONE] _____

AMOUNT OF AWARD: \$75,000.00 ESTIMATED

ACCOUNT NO: 31010325-01101-502226

FUNDING SOURCE: OPERATING ACCOUNT-MAINTENANCE BUILDING/FACILITIES CONTRACT _____

DEPARTMENT: General Services, Fleet Services _____

----- City Clerk's Use -----

ITEM NO. _____

**MOTION
FEBRUARY 8, 2005**

Motion made by Representative Cobos, seconded by Representative Escobar and unanimously carried to award Best Value Procurement Solicitation No. 2005-039 Maintenance of Overhead Doors at Various Fire Stations & Other City Facilities

Award to: Sun City Garage Doors Inc.
El Paso, TX
Item (s): All
Amount: \$75,000.00

Department: Fleet Services-Building Maintenance
Funds available: 31010325-01101-502226
Funding source: Operating Account,
Building/Facilities Maintenance Center
Total award: \$150,000.00
District (s): All

Fleet Services, Building Maintenance and Purchasing recommend awards as indicated as this vendor is the lowest responsive bidder and offers the Best Value meeting specifications.

This is a twenty-four (24) month contract with the bidder offering the option to extend the term of this contract for one additional year.

Representative Lozano was not present for the vote.

Richarda Duffy Momsen, City Clerk

DATE: August 28, 2006
TO: Jeffery Belles – General Services
CC: Ray Heredia – Financial Services – Purchasing Division
FROM: Aurora Wells – Financial Services – Purchasing Division
SUBJECT: MAINTENANCE OF OVERHEAD DOORS AT VARIOUS FIRE STATIONS
2005-039 Sun City Garage Doors, Inc.

Handwritten notes:
Heredia
10/10
75,000
31010 325
01161-50000

The contract referenced above expires on FEBRUARY 28, 2007.

Please complete and return to Financial Services-Purchasing Division. Indicating the action(s) you desire will assist in determining and specifying your requirements in the Bid.

Contract has the Option to extend the term of this contract for one additional year.
Date of Award is February 28, 2007.

No changes required, bid this solicitation in its present form.

Changes are required, bid this solicitation with enclosed changes.
(Please Highlight Changes)

Discontinue the services/commodities furnished through this contract.

Please indicate dollar amount the department has budgeted for this purchase \$ 25000 /year.

Please send the information to this office no later than SEPTEMBER 29, 2006.

SIGNATURE/TITLE: Jeffery Belles DATE: 9/1/06

The following funding information needs to be included with your request to re-bid or extend the contract.

DEPT. ID. _____ ACCT. NO. _____ FUND _____ CLASS _____

MAILING _____ PRINTING _____ ADVERTISING _____

PROJECT NO. _____

THANK YOU FOR YOUR PROMPT RESPONSE:
Aurora Wells

**SECTION A
SCHEDULE OF ITEMS**

**BID NUMBER: 2005-039
BID OPENING DATE: NOVEMBER 17, 2004**

NOTE: THIS IS A THIRTY SIX MONTH SERVICE CONTRACT. THE SERVICES RENDERED UNDER THE TERMS OF THIS CONTRACT SHALL CONFORM TO THE SPECIFICATIONS SET FORTH IN SECTION B.

In the event the City has not obtained another service contractor by the expiration date of the term contract, the Contractor shall nonetheless continue for a period not to exceed six (6) months on a month-to-month basis after the end of its term unless the City shall have notified the service company that the City has obtained another servicing contractor.

The City of El Paso is seeking bids for maintenance of approximately 110 Overhead Doors at various Fire Stations from qualified vendors for the City of El Paso, Municipal Service - Maintenance Department

ITEM NR.	ITEM DESCRIPTION	
1.	Emergency repairs (After hours 5:00 p.m. to 8:00 a.m.)	\$ _____/HOURLY RATE
2.	Emergency repairs (Normal hours 8:00 a.m. to 5:00 p.m.)	\$ _____/HOURLY RATE
3.	Maintenance/Repairs (Normal hours 8:00 a.m. to 5:00 p.m.)	\$ _____/HOURLY RATE
4.	One Time Preventive Maintenance (Normal hours 8:00 a.m. to 5:00 p.m.)	\$ _____/HOURLY RATE

Personnel from Municipal Services, Maintenance Department are the only persons authorized to request service for repairs of overhead doors. Any repairs which are requested by unauthorized personnel (fireman, police officers or other City employees) will not be paid. After repairs have been performed and complete, the overhead doors will be operational and a service report with the signature of Department personnel and/or Building Maintenance personnel, shall be submitted to Municipal Services, Building Maintenance Department, 1059 Lafayette, El Paso, Texas 79907.

OPTION TO EXTEND THE TERM OF THE AGREEMENT - PLEASE CHECK APPROPRIATE BOX

Pricing shall include all labor, parts, tools, and equipment, overhead, profit, transportation, and all other loading factors necessary for the performance of this contract.

NOTE: Bidder offers the City the option of extending the term of this contract for two (2) additional years at the same unit prices and under the same terms and conditions.

Check One YES NO