

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

DEPARTMENT: Purchasing and Engineering

AGENDA DATE: February 2, 2010

CONTACT PERSON NAME AND PHONE NUMBER: Terrence Freiburg, Purchasing Manager (X4313) and R. Alan Shubert, P.E., City Engineer (x4423)

DISTRICT(S) AFFECTED: All

SUBJECT:

Award of Blueprint Duplication and Printing Services Solicitation No. 2010-081.

BACKGROUND / DISCUSSION:

A best value procurement was held for a requirements contract for blueprint duplication and printing services and the best value bid was submitted by P3001, LLC in El Paso for 36 months with an option to extend the term of the contract at the same unit price for an additional two years. The Engineering Department requires reproduction of specifications and plans for all construction projects that are bid. The City averages about 140 bids per year requiring an average of 30 sets of specifications and plans. A requirements contract allows the department to request copies to give to contractors as soon as a project is ready to bid.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

All blueprint and duplication services will be funded by the construction projects. The annual estimated cost is \$36,458.00.

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BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

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(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

PROJECT FORM

DATE: January 19, 2010

PROJECT: Blueprint Duplication and Printing Services
SOLICITATION NO: 2010-081
DEPARTMENT: Engineering Department
BUDGET NO: Various
FUNDING SOURCE: Various
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: P3001, LLC
El Paso, Texas
Items: 1-4

Annual Estimated Amount: \$36,458.00

The City of El Paso El Paso Engineering Department and the Financial Services Department-Purchasing Division recommend award to P3001, LLC; the company offering the best value bid.

This is a thirty-six (36) month requirements type contract. Vendor offers the City the option to extend the term of the contract at the same unit price for an additional two (2) year period if the option is exercised prior to the expiration of the original term of the contract. Vendor offers the City standard payment terms (Net-30 Days).

The cost under this requirements contract is only an estimated value. The actual cost of this contract may be higher or lower than the total estimated value and will be the sum total at the end of the contract term; so long as increased funds are appropriated in the budget.

Spectrum Imaging Technologies, El Paso, Texas was non-responsive to the requirements of this solicitation because they took exception to the bids specs and included separate bid prices for binding combs. Note 3 in Section A, Page 3 of the bid form and Section B, Page 1 of the bid specifications state "Price for all reproductions for formal bids must include sorting and binding combs of various lengths - 3/8", 1/2", 5/8", 3/4", "1" and 2" combs." Because Spectrum Imaging Technologies did not include the price for binding combs as part of their reproduction costs, Purchasing Division was unable to compare Spectrum's bid price with the bid prices of the other bidders.

Advantage Resources Services, Dallas, Texas was also non-responsive to the requirements of this solicitation, because they included additional prices for binding and sorting which were supposed to be included in the unit prices of the existing items 1-4 on the bid form. Because Advantage Resources Services did not include the price for binding and sorting as part of their reproduction costs, Purchasing Division was unable to compare Advantage Resources Services' bid price with the bid prices of the other bidders.

BIDS SOLICITED- 15 (11 local)
BIDS RECEIVED- 7
"NO BID" RECEIVED 0

TOTAL ESTIMATED AWARD : \$109,374.00 (36 months)

COUNCIL APPROVED [ ] REJECTED [ ] MUNICIPAL CLERK \_\_\_\_\_

APPROVED:

COUNCIL MEETING DATE: January 26, 2010

Handwritten signature of Terrence Freiburg
Terrence Freiburg
Purchasing Manager

## COMMITTEE SCORE SHEET

SOLICITATION TITLE: BLUEPRINT DUPLICATION AND PRINTING SERVICES  
 SOLICITATION NO: 2010-081

EVALUATION FACTORS FOR AWARD		AMN INTERNATIONAL INC.	COMPLETE REPROGRAPHICS INC.	DATAEXPORT. NET, LLC	EL PASO REPROGRAPHICS LLC.	P3001, LLC
Cost (Annual Estimated Total) 70 (# points max)		\$156,790.00 16.28	\$53,935.00 47.32	\$94,460.00 27.02	\$50,178.00 50.86	\$36,458.00 70.00
Reputation & quality of Bidder's Service 15 (# points max)		0.00	9.00	9.00	12.00	9.00
Employee Medical Benefits and Incentives 10 (# points max)		0.00	0.00	0.00	8.00	2.00
Past Relationship/Performance 5 (# points max)		0.00	0.00	1.00	4.00	0.00
<b>GRAND TOTAL</b> (Maximum 100 points)		<b>16.28</b>	<b>56.32</b>	<b>37.02</b>	<b>74.86</b>	<b>81.00</b>

# CITY OF EL PASO BID TABULATION

BID ITEM: BLUEPRINT DUPLICATION AND PRINTING SERVICES

BID # 2010-081

BID DATE: DECEMBER 2, 2009

DEPARTMENT: ENGINEERING

			ADVANTAGE RESOURCES SERVICES DALLAS, TX		AMN INTERNATIONAL INC. EL PASO, TX		COMPLETE REPROGRAPHICS INC. EL PASO, TX		DATAEXPORT.NET, LLC EL PASO, TX	
ITEM NO.	EST. QTY. PER YEAR	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE PER YEAR	UNIT PRICE	TOTAL PRICE PER YEAR	UNIT PRICE	TOTAL PRICE PER YEAR	UNIT PRICE	TOTAL PRICE PER YEAR
1.	92,000	24" X 36" PRICE (6 SQUARE FEET)	\$0.667 PER SQ.FT.	\$61,364.00 Bidder's Total (\$368,000.00)	\$0.66 PER SQ. FT.	\$60,720.00	\$0.055 PER SQ. FT.	\$5,060.00 Bidders Total (\$30,360.00)	\$0.08 PER SQ. FT.	\$7,360.00 Bidder's Total (\$44,160.00)
2.	800,000	8.5" X 11" SINGLE SIDED WHITE PAPER	\$0.03 PER COPY	\$24,000.00 (B/W)	\$0.078 PER COPY	\$62,400.00	\$0.0425 PER COPY	\$34,000.00	\$0.08 PER COPY	\$64,000.00
3.	175,000	8.5" X 11" DOUBLE SIDED WHITE PAPER	\$0.05 PER COPY	\$8,750.00 (B/W)	\$0.13 PER COPY	\$22,750.00	\$0.085 PER COPY	\$14,875.00	\$0.12 PER COPY	\$21,000.00
4.	6,000	8.5" X 11" COLOR COVER	\$0.75 PER COPY	\$4,500.00	\$1.82 PER COPY	\$10,920.00	NO CHARGE PER COPY	NO CHARGE	\$0.35 PER COPY	\$2,100.00
<b>ANNUAL ESTIMATED TOTAL (ITEMS 1 - 4):</b>				<b>\$98,614.00</b> Bidder's Total (\$405,250.00)		<b>\$156,790.00</b>		<b>\$53,935.00</b> Bidder's Total (\$79,235.00)		<b>\$94,460.00</b> Bidder's Total (\$131,260.00)

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: MWP

DATE: 12-10-09

# CITY OF EL PASO BID TABULATION

BID ITEM: BLUEPRINT DUPLICATION AND PRINTING SERVICES

BID # 2010-081

BID DATE: DECEMBER 2, 2009

DEPARTMENT: ENGINEERING

	ADVANTAGE RESOURCES SERVICES DALLAS, TX	AMN INTERNATIONAL INC. EL PASO, TX	COMPLETE REPROGRAPHICS INC. EL PASO, TX	DATAEXPORT.NET, LLC EL PASO, TX
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTACT.</p> <p>NO OPTION OFFERED.</p>	<input type="checkbox"/>          <input checked="" type="checkbox"/>	<input type="checkbox"/>          <input type="checkbox"/>	<input type="checkbox"/>          <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>          <input type="checkbox"/>
<b>PAYMENT TERMS:</b>	<b>2% - 10 DAYS</b>	<b>NONE STATED</b>	<b>NET - 30 DAYS</b>	2% - 10 DAYS / 1% - 20 DAYS .5% - 30 DAYS / NET - 30 DAYS
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> (IF REQUIRED)
<b>BIDDER'S PROMISED DELIVERY:</b> Within _____ consecutive hours.	<b>BUYER ARO 24 HOURS</b>	<b>24</b>	<b>24</b>	<b>WITHIN 24</b>
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR THE REJECTION OF THE BID.				

**NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.**

APPROVED BY:     MWP    

DATE:     12-10-09

# CITY OF EL PASO BID TABULATION

BID ITEM: BLUEPRINT DUPLICATION AND PRINTING SERVICES

BID # 2010-081

BID DATE: DECEMBER 2, 2009

DEPARTMENT: ENGINEERING

			EL PASO REPROGRAPHICS LLC. EL PASO, TX		P3001, LLC EL PASO, TX		SPECTRUM IMAGING TECHNOLOGIES EL PASO, TX			
ITEM NO.	EST. QTY. PER YEAR	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE PER YEAR	UNIT PRICE	TOTAL PRICE PER YEAR	UNIT PRICE	TOTAL PRICE PER YEAR		
1.	92,000	24" X 36" PRICE (6 SQUARE FEET)	\$0.054 PER SQ. FT.	\$4,968.00	\$0.090 PER SQ. FT.	\$8,280.00	\$0.080 PER SQ. FT.	\$7,360.00 Bidder's Total (\$44,160.00)		
2.	800,000	8.5" X 11" SINGLE SIDED WHITE PAPER	\$0.039 PER COPY	\$31,200.00 (B/W)	\$0.026 PER COPY	\$20,800.00	\$0.0200 PER COPY	\$16,000.00		
3.	175,000	8.5" X 11" DOUBLE SIDED WHITE PAPER	\$0.078 PER COPY	\$13,650.00 (B/W)	\$0.040 PER COPY	\$7,000.00	\$0.035 PER COPY	\$6,125.00		
4.	6,000	8.5" X 11" COLOR COVER	\$0.06 PER COPY	\$360.00	\$0.063 PER COPY	\$378.00	\$0.15 PER COPY	\$900.00		
<b>ANNUAL ESTIMATED TOTAL (ITEMS 1 - 4):</b>				<b>\$50,178.00</b>		<b>\$36,458.00</b>		<b>\$30,385.00</b> Bidder's Total (\$67,185.00)		

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY:     WWP    

DATE:     12-10-09



<p>ATTN: ABEL VEGA COMPLETE REPROGRAPHICS 6122 TROWBRIDGE DRIVE EL PASO, TX 79905</p>	<p>RELIABLE REPRODUCTIONS 6410 AIRPORT ROAD SUITE C EL PASO, TX 79925</p>	<p>EL PASO REPROGRAPHICS 4854 N. MESA STREET EL PASO, TX 79912</p>
<p>CORRELL PRINTING INC. 1160 AIRWAY BLVD. SUITE DA4 EL PASO, TX 79925-3654</p>	<p>PRINTERS INC. 11420 ROJAS DRIVE SUITE 3 EL PASO, TX 79937</p>	<p>KINKOS 4190 N. MESA EL PASO, TX 79902</p>
<p>OFFICE MACHINES, INC. 2727 WYOMING AVENUE EL PASO, TX 79903</p>	<p>SURE SOLUTIONS LLC 5385 PERRY DRIVE WATERFORD, MI 48329-3460</p>	<p>ATTN: ROB OSBORN IMMINENT TECHNOLOGIES, INC. P. O. BOX 7171 WACO, TX 76714-7171</p>
<p>JM ENGINEERING ATTN: JAY WINBERGER 3006 WEST STEEPBANK SUGARLAND, TX 77479</p>	<p>ATTN: VINCE PINGEL WESTERN BLUE/US REPROGRAPHICS 4601 STATE AVENUE SUITE 50 KANSAS CITY, KS 66102</p>	<p>ATTN: HENRY HERNANDEZ OMI DIGITAL SOLUTION 1168 BARRANCA EL PASO, TX 79935</p>
<p>PAPER CHASE 2601 N. MESA EL PASO TX 79902</p>	<p>PROFESSIONAL DOCUMENT SYSTEMS ATTN: JESUS CARDENAS 1414 COMMON DRIVE EL PASO, TX 79936</p>	<p>SUPPLYONE ATTN: ADAM WRIGHT 12135 ESTHER LAMA E-1 EL PASO, TX 79912 <i>11/25/09 Added Label</i></p>