

CITY OF EL PASO, TEXAS

AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: GENERAL SERVICE, MAINTENANCE DIVISION

AGENDA DATE: FEBRUARY 6, 2007

CONTACT PERSON/PHONE: JEFFREY BELLES , Terrence Freiburg, 541-4313

DISTRICT(S) AFFECTED: 8

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, Financial Services, Purchasing Division be authorized to exercise the City's option to extend the current Armed Security Guard for City Municipal Building contract with Ruiz Protective Services, Inc for two (2) additional years, pursuant to the provisions to an award approved by City Council on April 12, 2005. Time Period May 1, 2007 through April 30, 2009

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 security guard services at City Hall

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?

ACCOUNT NO: 31010326-01101-502212, OPERATING ACCOUNT, GENERAL SERVICES, MAINTENANCE DIVISION, FACILITIES CONTRACT.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

LEGAL: (if required) FINANCE: (if required)

DEPARTMENT HEAD: Jeffery Belles

(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 of El Paso  
Financial Services,  
Purchasing, Division**

Date: January 22, 2007

Alberto Campos  
Ruiz Protective Services, Inc.  
1700 East Yandell  
El Paso, TX 79902  
VIA FACSIMILE: 915-532-6314

Ref.: Contract 2005-115 – Armed Security Guard Services for the City Municipal Building

Mr. Campos:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2005-115 for a period of two (2) years from May 1, 2007 to April 30, 2009 as per your offer on the referenced requirement.

It is important that we receive your faxed response no later than today Tuesday, January 23, 2007. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

**We would also appreciate your returning an original signed copy of this letter to us at City of El Paso, Financial Services, Purchasing Division, Two Civic Center Plaza, El Paso, Texas 79901-1196.**

Thank you for your understanding and cooperation.

Sincerely,  
THE CITY OF EL PASO

  
Ray Heredia  
Procurement Analyst  
915-541-4316  
[heredia@elpasotexas.gov](mailto:heredia@elpasotexas.gov)

We hereby extend the validity of our offer in response to Solicitation #2005-115 to Date: February 16, 2005 for acceptance purposes.

Acknowledge: Ruiz Protective Service, Inc 1-22-07  
Company Name Date

By: ALBERTO CAMPOS BRANCH MANAGER  
Print Name of Authorized Person Title

  
Signature

**MOTION**  
**APRIL 12, 2005**

Motion made by Representative Cushing, seconded by Representative Escobar and unanimously carried to award Best Value Procurement Solicitation No. 2005-115 Security Guard Services for City Municipal Building

Award to:	Ruiz Protective Services, Inc. El Paso, TX
Item (s):	All
Amount:	\$164,000.00 (estimated yearly)
Department:	Fleet Services-Facility Services
Funds available:	31010326-01101-502212
Funding source:	Operating Account, Fleet Services Facility Services, Contract
Total award:	\$492,000.00 (estimated)
<b>District (s):</b>	<b>8</b>

Fleet Services, Building Maintenance and Purchasing recommend awards as indicated, as this vendor is the lowest responsive bidder providing the Best Value to the City.

This is a thirty-six (36) month contract with the bidder offering the option to extend the term of this contract for two additional years. No Prompt Payment Discount offered.

Representative Ortega was not present for the vote.

Richarda Duffy Momsen, City Clerk