

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

DEPARTMENT: Public Health

AGENDA DATE: February 11, 2013

CONTACT PERSON/PHONE: Bruce Parsons – Interim Director, Public Health (915) 771-5702
Bruce D. Collins – Purchasing Manager (915) 541-4313

DISTRICT(S) AFFECTED: All

SUBJECT:

Exercise the option to extend contract #2009-076 Building Lease – North Loop (formerly Carolina WIC) WIC Center to El Paso A.R.C. Electric, Inc. from El Paso, TX as follows:

1st Options to Extend

Annual Estimated Amount: \$64,000.00
Estimated 3 year Amount: \$194,400.00

2nd Options to Extend

Annual Estimated Amount: \$72,600.00
Estimated 3 year Amount: \$217,800.00

Total Estimated Amount: \$412,200.00 (Option 1 and Option 2)

BACKGROUND / DISCUSSION:

The WIC Program provides services to residents of El Paso/Hudspeth Counties, who meet income and nutrition need. Services include screening and assessment (height, weight, lab work, etc.) referral, education, (individual & group classes) and supplemental food benefits. Foods are provided through the issuance of an electronic benefit card redeemed at local approved grocery stores. We are currently providing services to over 51,024 clients annually.

SELECTION SUMMARY:

N/A

PRIOR COUNCIL ACTION:

City Solicitation No. 2009-076 Awarded May 5, 2009

AMOUNT AND SOURCE OF FUNDING:

1ST Option \$194,400.00
2nd Option \$217,800.00
341-41240-524000-2140-G4113AD0 (Health District-Building Leases – WIC Admin-DSHS)
341-41240-524000-2140-G4113NE0 (Health District-Building Leases – WIC Nutrition-DSHS)

BOARD / COMMISSION ACTION:

N/A.

*****AUTHORIZATION*****

DEPARTMENT HEAD: _____

Name

Signature

Date

DATE: February 7, 2013
TO: Municipal Clerk
FROM: Bruce D. Collins
Purchasing Manager, ext. 4313
THRU: Ronnie Gomez
Senior Office Assistance, ext. 4038

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **FEBRUARY 11, 2013**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-076 Caroline WIC Clinic lease with El Paso A.R.C. Electric, Inc. for Option 1 and Option 2 pursuant to the lease terms of an award approved by the City Council on May, 5, 2009. The extended contract period will be from execution of lease to September 7, 2018.

Department:	Public Health
Award to:	El Paso A.R.C. Electric, Inc. El Paso, TX
Item(s):	All
1st Option to Extend:	3 Years
Annual Estimated Amount:	\$64,000.00 \$58,795.92
Estimated 3 year Amount:	\$194,400.00 \$176,387.76
2nd Option to Extend:	3 Years
Annual Estimated Amount:	\$72,600.00 \$65,894.88
Estimated 3 year Amount:	\$217,800.00 \$197,684.64
Total Estimated Amount:	\$412,200.00 \$374,072.40 (Options 1 + Option 2)
Account No.:	341-41240-524000-2140-G4113AD0 341-41240-524000-2140-G4113NE0
Funding Source:	Health District Grants-Buildings Leases-WIC Admin-DSHS Health District Grants-Buildings Leases- WIC Nutrition-DSHS
District(s):	All

This is a Best Value, Service contract

Contact person: Bruce D. Collins, Purchasing Manager, 541-4313
Bruce A. Parsons, Health Department, 771-5702

**MOTION
MAY 5, 2009**

Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2009-076 (Building Space Rental - Carolina WIC Clinic) to El Paso A.R.C. Electric, Inc., for a total estimated award of \$172,800.

Department: Public Health
Award to: El Paso A.R.C. Electric, Inc.
El Paso, TX
Items: All
Option: Two 3-year lease terms
Account No.: 41150011 – 502400 – 06341 – G4109AD and
41150011 – 502400 – 06343 – G4109NE
Funding Source: TDH WIC Services-Building Leases-WIC Administration and
TDH WIC Services-Building Leases-WIC Nutrition Administration
Total Est. Award: \$172,800 (3-year total)

This is a thirty-six month contract with options as stated above.

The Departments of Financial Services, Purchasing Division, and Public Health recommend award to El Paso A.R.C. Electric, Inc., the vendor offering the best value bid.

Richarda Duffy Momsen, City Clerk

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SERVICE SOLUTIONS SUCCESS

To: Financial Services – Purchasing Division
From: Bruce A. Parsons, Interim Health Director _____
Subject: Seven (7) Factor Option Memo
Date: February 11, 2013
Re: Solicitation No. 2009-076 Building Lease – North Loop (formerly Carolina) WIC Center

Authorized Signature



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
Cortney Carlisle Niland

City Manager
Joyce A. Wilson

The Department of Public Health recommends authorizing the Option to Extend Building Lease – North Loop (formerly Carolina) WIC Center for 6 years for the lease of 8010 North Loop, El Paso, Texas. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Funds are available through WIC Services grant

2. Is the Requirement covered by this option fill an existing need of the City?

This lease fills the existing need to provide WIC services to approximately 4,600 participants in the 79915 area of the city.

3. Is the option price better than current available market price?

The price in the 79915 area has remained consistent and the option price is comparable to other facilities leased for WIC service delivery.

4. Is the time between award of the contract and exercising the option so short that the market indicates the option is the lowest price obtainable through competition or most advantageous offer?

The offer is most advantageous as we are already occupying the building.

5. Is the attached Vendor Performance form show the vendors' performance to be "7-8" or higher?

6. Is the vendor currently under debarred status as per Excluded Parties List System (EPLS) at www.epls.gov/?

7. Is the proposed vendor indebted to the City for any amount as documented through the City's Indebtedness Verification Form?



FINANCIAL SERVICES – PURCHASING DIVISION
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