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

DEPARTMENT: PUBLIC HEALTH

AGENDA DATE: FEBRUARY 11, 2013

CONTACT PERSON/PHONE: BRUCE A. PARSONS, INTERIM HEALTH DIRECTOR, 771-5702
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Department of Public Health recommends termination for convenience to The Eagle Janitorial Services for Contract 2008-069 (Janitorial Services – El Paso Department of Public Health Facilities) vendor #2.

BACKGROUND / DISCUSSION:

Existing contract awarded has reached maximum value, requiring services to be re-bid.

SELECTION SUMMARY:

Solicitation was advertised on 7/08/2008 and 7/15/2008. The postcards were mailed out on 7/08/2008. The solicitation was posted on City website on 7/08/2008. The email (Purmail) notification was sent out on 7/08/2008. A total of thirty bidders including twenty-seven local vendors were solicited. A total of six bids were received including one being a local vendor.

PRIOR COUNCIL ACTION:

Yes, Council Approved Contract 2008-069 on October 4, 2008.
On September 28, 2010 - Council approved option to extend for 2 additional years.

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD: _____
Name Signature Date

RESOLUTION

WHEREAS, on October 14, 2008, the City awarded Contract No. 2008-069 (Janitorial Services-El Paso Department of Public Health Facilities) items 6, 9-14, 16, 17 and 19 to The Eagle Janitorial Services, for the Health Department; and

WHEREAS, on September 28, 2010, the City exercised the City's option to extend Contract No. 2008-069 for two additional years from December 1, 2011 to November 30, 2013; and

WHEREAS, pursuant to Section C, Paragraph 8A of the Contract (Termination for Convenience), the City is authorized to terminate the Contract for convenience; and

WHEREAS, the City desires to terminate the Contract for convenience.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Purchasing Manager is authorized to notify The Eagle Janitorial Services that the City is terminating Contract No. 2008-069 (Janitorial Services – El Paso Department of Public Health Facilities) items 6, 9-14, 16, 17 and 19 for convenience pursuant to the provisions and requirements of Section C, Paragraph 8A of the Contract Clauses, and that the termination shall be effective as of February 11, 2013.

PASSED AND APPROVED this _____ day of _____, 2013.

THE CITY OF EL PASO

_____
John Cook
Mayor

ATTEST:

_____
Richarda Duffy Momsen
Municipal Clerk

APPROVED AS TO FORM:

Sol M. Cortez
Assistant City Attorney

APPROVED AS TO CONTENT:

_____
Bruce D. Collins
Purchasing Manager, Financial Services

12-1044-183/PL#154559SMC
Termination for Convenience/ The Eagle Janitorial Services

COUNCIL PROJECT FORM
(TERMINATION)

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **FEBRUARY 11, 2013**.

That the Purchasing Manager is authorized to notify The Eagle Janitorial Services, that the City is terminating Contract No. 2008-069 (Janitorial Services – El Paso Department of Public Health Facilities); items 6, 9-14, 16, 17 and 19 for convenience pursuant to the provisions and requirements of Section C, Paragraph 8A of the Contract Clauses, and that the termination shall be effective as of **FEBRUARY 11, 2013**.

Department: Public Health
Districts(s): ALL

**********ADDITIONAL INFO BELOW**********

The Department of Public Health's janitorial needs have changed; facilities have been closed, new facilities have been added and a new bid is necessary.

Companion item: 2013-116 Janitorial Services WIC Clinics – Health Department

MOTION
OCTOBER 14, 2008

Motion made by Representative Ortega, seconded by Representative Lilly, and unanimously carried to **AWARD** Solicitation No. 2008-069 (Janitorial Services – El Paso Department of Public Health Facilities) to Total Cleaning Services and The Eagle Janitorial Services for a total estimated award of $726,496.28.

Department:		Health
Award to:	Vendor 1:	Total Cleaning Services El Paso, TX
Items:		1 – 5
Option:		2 years
Estimated 36-Month Amount:		$368,490.76
Award to:	Vendor 2:	The Eagle Janitorial Services El Paso, TX
Items		6, 9 -14, 16, 17, 19
Option:		2 years
Estimated 36-Month Amount:		$358,005.52
Account No.:		41150011 – 502206 – 06330
Funding Source:		Health Department
Total Estimated Award:		$726,496.28

This is a thirty-six month requirements type contract.

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

The Departments of Financial Services, Purchasing Division, and Health recommend award to Total Cleaning Services and The Eagle Janitorial services, the vendors offering the best value bids.

Richarda Duffy Momsen, City Clerk

11A

MOTION
SEPTEMBER 28, 2010

Motion made, seconded, and unanimously carried to **AUTHORIZE** the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2008-069 (Janitorial Services - El Paso Department of Public Health Facilities) with Total Cleaning Services and The Eagle Janitorial Services for two additional years pursuant to the provisions of an award approved by the City Council on October 14, 2008. The extended contract period will be from December 1, 2011 to November 30, 2013.

According to contract language, the Option to Extend must be exercised within two years of the initial award date (October 14, 2008); hence the apparently "early" exercise of the option to extend.

The originally awarded amount of $726,496.28 will be sufficient to cover the additional costs of the remaining two years; hence the request to approve the extension is without an additional dollar amount.

Department:	Department of Public Health
Option:	One [of One]
Funding Source:	Maintenance Services Contracts-Janitorial

Richarda Duffy Momsen, City Clerk

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