



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

DEPARTMENT: Purchasing  
AGENDA DATE: February 15, 2005

CONTACT PERSON/PHONE: Byron Johnson, Director of Purchasing (X4313)  
PROJECT NAME/SOLICITATION NO. City Hall Basement Entry Doors Renovation Solicitation No. 2005-077

DISTRICT(S) AFFECTED: 8

**SUBJECT:**

Award Best Value Procurement for the construction of City Hall Basement Entry Doors Renovation (Solicitation No. 2005-077) to El Paso A.R.C. Electric, Inc. in the amount of \$ 61,288.00 (Base Bid), as per recommendations from the Departments of Engineering and Building Maintenance. El Paso A.R.C. Electric, Inc. has provided the best value proposal. It is requested that the Mayor be authorized to sign the referenced contract and be authorized to execute budget transfers for this award and project, as necessary.

**BACKGROUND / DISCUSSION:**

Bid Tabulation and Best Value Evaluation Sheet are included in agenda backup.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

This project is funded by 1994 C.O.. Funding is available in 31114001-PPWFA03020-27047-508027. A budget transfer is not necessary at this time.

**BOARD / COMMISSION ACTION:**

N/A

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

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**DEPARTMENT HEAD:** \_\_\_\_\_  
(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:** \_\_\_\_\_

DATE: February 4, 2005  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing - X4313  
THRU: Aurora Wells  
Interim Bid Clerk - X4038



Please place the following item on the CONSENT agenda for the Council Meeting of February 15, 2005.

Solicitation No. 2005-077 City Hall Basement Entry Doors Renovation  
Contractor: El Paso A.R.C. Electric, Inc.  
El Paso, Texas  
Department: Building Maintenance  
Funds Available: 31114001-PPWFA03020-27047-508027  
Funding Source: 1994 C.O.  
Items: Base Bid \$ 61,288.00

Total Award: \$61,288.00  
District(s): #8

The Departments of Engineering and Building Maintenance recommend the award of this contract to El Paso A.R.C. Electric, Inc., as this Offeror has provided the Best Value Proposal. It is requested that the Mayor of the City of El Paso be authorized to sign the referenced contract. Additionally, it is requested that the Mayor be authorized to execute budget transfers for this award and project, as necessary.

As part of the award of this contract, the City Engineer is authorized to approve contract changes which are necessary for proper construction of the work and carrying out the intent of the design, but which do not increase the scope of the contract as awarded, in an amount not to exceed \$25,000 per numbered change order, and not to exceed the total of 25% of the original contract price as awarded, without further authorization by City Council.

Contact Person: Byron Johnson, Director of Purchasing – X4313

\*\*\*\*\*  
AGENDA FOR: February 15, 2005  
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# City of El Paso

## Scope of Work

### City Hall Basement Entry Doors Renovation Proposal No. 2005-077

#### **Base Bid :**

##### **WORK COVERED BY CONTRACT DOCUMENTS**

Project involves replacement of existing south, basement level entrance at City Hall.

The work trades involved in project include, but are not limited to, demolition, aluminum entrances, revolving doors, automatic door operators, glazing, ceramic tile and patching.

Note: The above description is general in nature and does not necessarily describe all details of the project. The bidder will be responsible for completing the project in accordance with the Contract Documents.

##### **USE OF PREMISES**

The Owner will occupy the building site and adjacent driveways during this project. Contractor shall not hinder the Owner's access to the buildings. Service entrances and Fire/Emergency access to the existing Building shall remain open at all times.

Contractor will have limited use of premises, including use of the site.

Contractor's Staging Area will be confined to areas designated by the Owner.

All driveways, entrances and parking areas required for Owner's current operations must be kept clear and not used for parking or material storage. Deliveries must be scheduled to minimize on-site storage of materials and equipment. Parking and storage of materials and equipment shall be confined to areas on the site designated for Contractor's Staging Area and use during the project. Contractor shall be responsible for protection and security of stored materials and equipment and shall restore ground, trees and shrubs to their original condition on completion of the project.

Prior to commencement of the work, Contractor shall schedule, for the approval of the Owner, all phases of work so as to not interrupt daily activities of the Owner in the area of construction.

The Contractor will be required to furnish, install and maintain on a daily basis, any and all temporary facilities that are required to protect the Owner's staff and the General Public using City Hall facilities from all construction activity during the length of the project.

# CITY OF EL PASO BID TABULATION

BID ITEM: CITY HALL BASEMENT ENTRY DOORS RENOVATION  
 BID DATE: JANUARY 12, 2005

BID # 2005-077  
 DEPARTMENT: MAYOR'S

	EL PASO A. R. C. ELECTRIC, INC. EL PASO, TEXAS	MATYEAR CONSTRUCTION COMPANY, INC. EL PASO, TEXAS				
DESCRIPTION	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
BASE BID	\$61,288.00	\$70,596.00				
AMENDMENTS ACKNOWLEDGED	NONE ISSUED	NONE ISSUED				
BID BOND SUBMITTED	YES	YES				

CHECKED BY: *Barbara Creamer*  
 1/12/05

**BEST VALUE PROCUREMENT EVALUATION SHEET**  
**City Hall Basement Entry Doors Renovation, Proposal No. 2005-077**

CRITERIA	El Paso A.R.C. Electric, Inc.	Matyear Construction Co., Inc.		
<b>Part A: Offeror's Price</b> Maximum 65 Points	\$61,288.00	\$70,596.00		
Low Offer / Offer * 65	65.00	56.43		
<b>Part B: Offeror's Past Relationship with Owner</b> Maximum 10 points:				
Contract Compliance w/City Contracts (0 - 8 pts)	8	8		
Completion of City Contracts Prior to Completion Date (0 - 2 pts)	2	2		
Negative Performance on City Contracts (0 to -10 pts)	0	0		
	<u>10</u>	<u>10</u>		
<b>Part C: Offeror's Experience &amp; Qualifications</b> Maximum 10 Points:				
Completed Projects Similar Size/Scope/Value (0 - 8 pts)	8	8		
Offeror Has Been in Business More Than 5 yrs (0 - 2 pts)	2	2		
Negative Performance on Contract(s) (0 to -10)	0	0		
	<u>10</u>	<u>10</u>		
<b>Part D: Health Benefits</b> Maximum 5 Points:				
Offeror Provides & Pays 60% or More of Cost (0 or 5 pts)	5	5		
<b>Part E: Local Project Manager</b> Maximum 5 Points:				
Prime Contractor has a Local Project Mgr (0 or 5 pts)	5	5		
<b>Part F: Local Subcontractor Work</b> Maximum 5 Points:				
Local Subs to perform 75% of subcontracted work (0 or 5 pts)	5	5		
<b>TOTAL POINTS EARNED</b>	<u>100</u>	<u>91.43</u>		

The following Best Value Committee Members certify these scores on this the 3 day of FEBRUARY, 2005

  
 User Department

  
 Design, Architect or Engineer

  
 City Engineering

## BEST VALUE OFFEROR CERTIFICATION

### City Hall Basement Entry Doors Renovation, Proposal No. 2005-077

The evaluation of offers for the Best Value Procurement for this Proposal has been completed.

The Offeror, El Paso A.R.C. Electric, Inc., has received the  
(Contractor's Name)

highest score, 100, and is, therefore, certified as offering the City of El Paso the Best Value for this project.

The amount of the award will be \$ 61,288.00.

This amount includes the following proposal components and alternates with their corresponding amounts:

PROPOSAL COMPONENT	\$ AMOUNT
BASE BID	61,288.00

I, Alan Datto, of Engineering,  
(Name) (Department or Firm)  
 concur with this Certification on this the 3rd day of Feb. 2005.

I, JMM, of Mijares-Nova Architects,  
(Name) (Department or Firm)  
 concur with this Certification on this the 3 day of February 2005.

I, Vicente M. Rivas, of B-M,  
(Name) (Department or Firm)  
 concur with this Certification on this the 3rd day of Feb 2005.

I, \_\_\_\_\_, of \_\_\_\_\_,  
(Name) (Department or Firm)  
 concur with this Certification on this the \_\_\_\_\_ day of \_\_\_\_\_ 2005.

**PROPOSAL**

TO THE HONORABLE MAYOR AND CITY COUNCIL  
CITY OF EL PASO  
EL PASO, TEXAS

Ladies and Gentlemen:

The undersigned, having familiarized themselves with the local conditions affecting the cost of work and with the Contract documents consisting of Invitation for Competitive Sealed Proposals, Information for Offerors, General Conditions, the Contractor's Proposal, Special Conditions, Applicable Wage Rates, the Contract Form, Plans, Specifications, Drawings, and Addenda on file in the office of the Purchasing Department of the City of El Paso, hereby proposes to perform everything required to be performed and to provide, furnish and install all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services, and to complete in a workmanlike manner all the work required for the

**City Hall Basement Entry Doors Renovation  
Proposal No. 2005-077**

within the specified limits and in accordance with the Plans and Specifications, including Addenda Number(s) 0

**AT THE FOLLOWING LUMP SUM:**

**BASE BID :**

The undersigned agrees to perform all of the work required for the total amount of:

\$ 61,288.00

COMPANY'S NAME: El Paso A. R. C. Electric, Inc.

BIDDER'S SIGNATURE: 

BIDDER'S NAME: Eulogio Ortiz, President.

Type or Print

**CONTRACT TIME AND LIQUIDATED DAMAGES**

The undersigned Bidder agrees to commence work on a date to be specified in a written Notice to Proceed and to substantially complete the work on which he/she has bid within **Ninety (90)** Consecutive calendar days.

Bidder agrees to pay as liquidated damages the sum of **Three Hundred Seventy Dollars (\$ 370.00)** for each consecutive calendar day thereafter as provided in paragraph 6.8 of the General Conditions of the Contract.

**PROPOSAL**

Enclosed with this proposal is a certified check or bid bond for five percent (5%) of the TOTAL bid price including base bid(s) and alternate(s) which is agreed shall be collected and retained by the owner(s) as liquidated damages in the event this proposal is accepted by the Owner within sixty (60) consecutive calendar days after the date advised for the reception of bids and the undersigned fails to execute the contract and the required performance and payment bonds with the Owner within fourteen (14) consecutive calendar days after the date said proposal is accepted; otherwise, the said bid security shall be returned to the undersigned upon demand.

THE UNDERSIGNED BIDDER REPRESENTS TO THE CITY AND TO THE OTHER BIDDERS THAT HIS/HER BID, AND THE ESTIMATES ON WHICH IT IS BASED, HAS BEEN CAREFULLY CHECKED AND CONTAINS NO ERRORS, AND NOTHING HAS BEEN OMITTED OR OVERLOOKED IN DETERMINING THE AMOUNTS BID.

BIDDER'S NAME: El Paso A. R. C. Electric, Inc.

BY:  January 12, 2005  
Signature Date

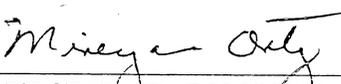
Eulogio Ortiz, President 915-593-3700 915-590-5500  
Print Signer's name & title Telephone Fax

8010 North Loop Dr. El Paso, TX 79915  
Address City, State, Zip Code

same as above City, State, Zip Code  
Physical Address of Business - if different from above

IF THE BIDDER BE A CORPORATION, THE FOLLOWING CERTIFICATE SHOULD BE EXECUTED:

I, Mireya Ortiz, certify that I am the corporate Secretary of the corporation named as Bidder hereinabove; that Eulogio Ortiz, who signed the foregoing contract on behalf of the Bidder, was then President of said corporation; that said proposal was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

  
CORPORATE SECRETARY SIGNATURE AND CORPORATE SEAL