

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

**DEPARTMENT:** Public Health

**AGENDA DATE:** March 12, 2013

**CONTACT PERSON/PHONE:** Bruce A. 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 #2009-119 Building Lease-Sunrise WIC Center  
To: T-Sunrise Village, LTD, a limited partnership of El Paso, TX as follows:  
For the Initial three (3) term years with an annual expenditure of \$57,999.96 with a total of \$173,999.88 for the three (3) years from Execution Date to May 31, 2014.  
First Option Period of (3) term years with an annual expenditure of \$48,000.00 with a total of \$144,000.00 for the three (3) years from June 1, 2014 to May 31, 2017.  
Second Option Period of (3) term years with an annual expenditure of \$50,000.04 with a total of \$150,000.12 for the three (3) years, from June 1, 2017 to May 31, 2020.

**BACKGROUND / DISCUSSION:**

The WIC Program provides services to residents of El Paso/Hudspeth Counties, who meet income and nutritional need. Services include screening and assessment (height, weight, lab work, etc.) referral, education (individual and group classes) and supplemental food benefits. Foods are provided through the issuance of an electronic benefit card redeemed at approved local grocery stores. We are currently providing services to over 66,108 clients annually.

**SELECTION SUMMARY:**

N/A

**PRIOR COUNCIL ACTION:**

City Solicitation No. 2009-119 Awarded May 5, 2009

**AMOUNT AND SOURCE OF FUNDING:**

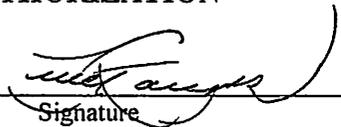
Department: Public Health  
Amount: \$57,999.96 annually, and \$173,999.88 for the Initial Three Years  
Amount: \$48,000.00 annually, and \$144,000.00 for the First Option Three Years  
Amount: \$50,000.04 annually, and \$150,000.12 for the Second Option Three Years  
Funds Available: Dept#341-524000-2140-G4113ADO (Health Department-Building Leases-WIC Admin-DSHS)  
Dept#341-524000-2140-G4113NEO (Health Department-Building Leases-WIC Nutrition- DSHS)

**BOARD / COMMISSION ACTION:**

N/A

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

**DEPARTMENT HEAD:** Bruce A. Parsons  
Name

  
Signature

February 20, 2013  
Date

**COUNCIL PROJECT FORM  
(CONTRACT EXTENSION)**

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

Please place the following item on the CONSENT agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of MARCH 12, 2013.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-119 (Sunrise WIC Center Lease) with T-Sunrise Village, LTD 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 May 31, 2020.

Department: Public Health  
Award to: T-Sunrise Village, LTD.  
El Paso, TX  
Item(s): All  
Initial Term: 3 Years  
Annual Estimated Amount: \$57,999.96  
Estimated 3 year Amount: \$173,999.88

1st Option to Extend: 3 Years  
Annual Estimated Amount: \$48,000.00  
Estimated 3 year Amount: \$144,000.00

2nd Option to Extend: 3 Years  
Annual Estimated Amount: \$50,000.04  
Estimated 3 year Amount: \$150,000.12

Total Estimated Amount: \$468, 000.00 (Initial Term + Options 1 + Option 2)  
Account No.: 341-41240-524000-2140-G4113ADO  
341-41240-524000-2140-G4113NEO  
Funding Source: Health Department-Buildings Leases-WIC Admin-DSHS  
Health District Department-Buildings Leases- WIC Nutrition-DSHS

District(s): All

This is a Best Value, Service contract.

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

**MOTION**  
**MAY 5, 2009**

Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2009-119 (Building Lease - Sunrise WIC Clinic) to T-Sunrise Shopping Center for a total estimated award of \$173,999.88.

Department: Public Health  
Award to: T-Sunrise Shopping Center  
El Paso, TX  
Items: A  
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: \$173,999.88 (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 T-Sunrise Shopping Center, the sole bidder.

Richarda Duffy Momsen, City Clerk

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## Seven (7) Factor Option Memo



To: Financial Services – Purchasing Division  
From: Bruce A. Parsons, Interim Health Director \_\_\_\_\_  
Subject: Seven (7) Factor Option  
Date: February 20, 2013  
Re: Solicitation No. 2009-119 Building Lease-Sunrise WIC Clinic  
Authorized Signature

The Department of Public Health recommends authorizing the Option to Extend 2009-119 Building Lease-Sunrise WIC Clinic for the lease at 8500 Dyer Street Suite 54, 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. Does 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 64,716 participants in the 79904 area of the city.
- 3. Is the option price better than the current available market price?**  
The price in the 79904 area has remained consistent and the option price is comparable to other facilities leased for WIC service delivery.
- 4. Is the time between the date the contract was awarded and the date the option to extend is exercised so short that the market indicates the option is the lowest price obtainable through competition or the most advantageous offer?**  
The offer is most advantageous as we are already occupying the building.
- 5. Does the attached Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better?**  
Yes
- 6. Is the vendor currently under debarred status as per System for Award Management (SAM) [www.sam.gov](http://www.sam.gov)?**  
No
- 7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form? No**

Mayor  
John F. Cook

### City Council

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Ann Morgan Lilly

District 2  
Susie Byrd

District 3  
Emma Acosta

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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



FINANCIAL SERVICES – PURCHASING DIVISION  
2 Civic Center Plaza, 7<sup>th</sup> Floor, City Hall – El Paso, Texas 79901  
(915) 541-4308 FAX: (915) 541-4347 [www.elpasotexas.gov](http://www.elpasotexas.gov)



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