

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

DEPARTMENT: Museums & Cultural Affairs

AGENDA DATE: May 6, 2008

CONTACT PERSON/PHONE: Michael A. Tomor, Ph.D., Art Museum Director/532-1707 x 12
Terrence Freiburg, Purchasing Manager, 541-4313

DISTRICT(S) AFFECTED: Citywide

SUBJECT:

The award of Solicitation No. 2008-110 - Art Museum Collection Appraisal bid to Art International Resource, LLC.

BACKGROUND / DISCUSSION:

An updated appraisal of 500 of the most valuable works in the permanent collection of the El Paso Museum of Art was requested based upon recommendations by the City of El Paso Internal Audit Office. Their findings indicated that 96% of sampled objects have not been recently appraised to determine the current value. The majority of the Kress Collection has not been appraised since the works were gifted to the City of El Paso in 1961. This appraisal project will ensure the proper insurance and safeguarding of City of El Paso and El Paso Museum of Art assets.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

No

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?

99010273/01101/54000/502101. Budget Transfer not required

BOARD / COMMISSION ACTION:

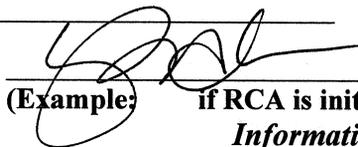
Enter appropriate comments or N/A

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: _____

PROJECT FORM

DATE: April 21, 2008

PROJECT: Art Work Appraisal Services
SOLICITATION NO: 2008-110 DEPARTMENT: Museums & Cultural Affairs
BUDGET NO: 99010273/01101/502101
FUNDING SOURCE: Special Items/General Fund/Appraisal Services
REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: Vendor: Art International Resources LLC
Westminster, CO
Item(s): Base Bid I - All
Total Award: \$64,135.00

The award of Solicitation No. 2008-110, Art Work Appraisal Services, to Art International Resources LLC for a total amount of \$64,135.00.

This is a fixed-price, single (one-time) purchase for services to provide current fair market values for 500 of the most valuable works in the permanent collection of the El Paso Museum of Art. No prompt payment discount was offered.

The Museums & Cultural Affairs and Financial Services Departments recommend award as indicated to the Bidder offering the Best Value Bid.

BIDS SOLICITED	<u>29</u>	(0 local)
BIDS RECEIVED	<u>6</u>	
"NO BID" RECEIVED	<u>0</u>	

TOTAL RECOMMENDED AWARD: \$64,135.00

COUNCIL APPROVED REJECTED MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: May 6, 2008


Terrence Freiburg
Purchasing Manager

Committee Score Sheet - Page 1

Solicitation Name & Number: Art Work Appraisal Services – 2008-110

	20 th Century West Art Appraisal, Inc. Santa Fe, NM	Art International Resource LLC Westminister, CO	Casa Grande Appraisals, San Antonio, TX	Joan Clay Lowe Art and Antiques Appraisal Associates, Austin, TX
Qualifications and Experience 25 Points	18.75	20	18.75	16.25
Timetable – Ability to meet schedules 10 Points	6	9.5	7.5	7
Cost 30 Points	13	13	17	21
References and past performance 25 Points	18.75	21.25	18.75	17.5
Quality and Adequacy of Response 10 Points	7	8	7	5.5
GRAND TOTAL POINTS	63.5	71.75	69	67.25

Committee Score Sheet – page 2

Solicitation Name & Number: Art Work Appraisal Services – 2008-110

	Signet Art Carrollton, TX	Suzanne C. Staley Certified Appraiser of Fine Arts & Antiques, LLC Santa Fe, NM
Qualifications and Experience 25 Points	21.25	12.5
Timetable – Ability to meet schedules 10 Points	7	5
Cost 30 Points	6	30
References and past performance 25 Points	20	10
Quality and Adequacy of Response 10 Points	8	4.5
GRAND TOTAL POINTS	62.25	62

CITY OF EL PASO BID TABULATION

BID ITEM: ART WORK APPRAISAL SERVICES BID DATE: FEBRUARY 20, 2008		BID # 2008-110 DEPARTMENT: MUSEUM OF ART		
	20TH CENTURY WEST ART APPRAISAL, INC. SANTA FE, NM	ART INTERNATIONAL RESOURCE LLC WESTMINISTER, CO	CASAGRANDE APPRAISALS SAN ANTONIO, TX	JOAN CLAY LOWE ART AND ANTIQUES APPRAISAL ASSOCIATES AUSTIN, TX
BASE BID I	AMOUNT	AMOUNT	AMOUNT	AMOUNT
COST OF APPRAISAL SERVICES (ATTACH SCHEDULE OF FEES)	\$60,375.00	\$60,000.00	\$33,000.00	\$33,250.00
COST OF TRAVEL (ATTACH SCHEDULE OF TRIPS)	\$2,673.00	\$3,740.00	\$1,454.00	\$720.00
COST OF TEMPORARY ON-SITE ASSISTANT	N/A	NONE	\$4,800.00	\$1,200.00
COST OF MISCELLANEOUS EXPENSES (ATTACH SCHEDULE)	\$165.00	\$395.00	\$9,480.00	\$5,100.00
TOTAL COST BASE BID FOR ART WORK APPRAISAL SERVICES	\$63,213.00 /TOTAL	\$64,135.00 /TOTAL	\$48,734.00 /TOTAL	\$40,270.00 /TOTAL
BASE BID II (OPTIONAL AWARD)	AMOUNT	AMOUNT	AMOUNT	(LESS ASSISTANT'S COSTS: \$3,360.00 = \$36,910.00)
ADDITIONAL FUTURE COSTS UPDATE APPRAISED VALUES IN 2ND - 5TH YEAR	\$30,188.00 /YEAR *	\$15,000.00 /YEAR	\$3,500.00 /YEAR	AMOUNT
	* SEE P. 6 BID			\$8,000.00 /YEAR

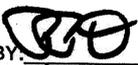
NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 2/26/2008

CITY OF EL PASO BID TABULATION

BID ITEM: ART WORK APPRAISAL SERVICES BID DATE: FEBRUARY 20, 2008		BID # 2008-110 DEPARTMENT: MUSEUM OF ART		
	20TH CENTURY WEST ART APPRAISAL, INC. SANTA FE, NM	ART INTERNATIONAL RESOURCE LLC WESTMINSTER, CO	CASAGRANDE APPRAISALS SAN ANTONIO, TX	JOAN CLAY LOWE ART AND ANTIQUES APPRAISAL ASSOCIATES AUSTIN, TX
<p style="text-align: center;">OPTION TO EXTEND</p> <p>TO THE EXTENT PROVIDED IN THE CONTRACT, THE CITY, AT IS SOLE OPTION, MAY EXTEND THE INITIAL TERM OF THIS CONTRACT FOR FIVE (5) ADDITIONAL YEARS PRIOR TO THE EXPIRATION OF THE CURRENT TERM. IF THE OPTION TO RENEW IS EXERCISED AND EXCEPTED, THE CONTRACT WILL CONTINUE UNDER THE SAME TERMS AND CONDITIONS SET FORTH HEREIN. THE TOTAL DURATION OF THIS CONTRACT, UNDER THIS CLAUSE, SHALL NOT EXCEED FIVE (5) YEARS.</p>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
PAYMENT TERMS:	NONE STATED	NET - 30 DAYS	NONE STATED	NET - 30 DAYS

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 2/26/2008

CITY OF EL PASO BID TABULATION

BID ITEM: ART WORK APPRAISAL SERVICES		BID # 2008-110		
BID DATE: FEBRUARY 20, 2008		DEPARTMENT: MUSEUM OF ART		
	SIGNET ART CARROLLTOM, TX	SUZANNE C. STALEY CERTIFIED APPRAISER OF FINE ARTS & ANTIQUES, LLC SANTA FE, NM		
BASE BID I	AMOUNT	AMOUNT		
COST OF APPRAISAL SERVICES (ATTACH SCHEDULE OF FEES)	\$128,000.00 - \$232,000.00 (SEE BID PAGE 20)	\$25,000.00		
COST OF TRAVEL (ATTACH SCHEDULE OF TRIPS)	\$5,250.00	\$2,500.00		
COST OF TEMPORARY ON-SITE ASSISTANT	\$6,000.00	\$ - 0 -		
COST OF MISCELLANEOUS EXPENSES (ATTACH SCHEDULE)	UNKNOWN	\$500.00		
TOTAL COST BASE BID FOR ART WORK APPRAISAL SERVICES	\$133,250.00 - \$243,250.00 /TOTAL (SEE BID)	\$28,000.00 /TOTAL		
BASE BID II (OPTIONAL AWARD)	AMOUNT	AMOUNT		
ADDITIONAL FUTURE COSTS UPDATE APPRAISED VALUES IN 2ND - 5TH YEAR	NONE STATED /YEAR	\$10,000.00 /YEAR		

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 2/26/2008

CITY OF EL PASO BID TABULATION

BID ITEM: ART WORK APPRAISAL SERVICES BID DATE: FEBRUARY 20, 2008		BID # 2008-110 DEPARTMENT: MUSEUM OF ART	
	SIGNET ART CARROLLTOM, TX	SUZANNE C. STALEY CERTIFIED APPRAISER OF FINE ARTS & ANTIQUES, LLC SANTA FE, NM	
<p style="text-align: center;"><u>OPTION TO EXTEND</u></p> <p>TO THE EXTENT PROVIDED IN THE CONTRACT, THE CITY, AT IS SOLE OPTION, MAY EXTEND THE INITIAL TERM OF THIS CONTRACT FOR FIVE (5) ADDITIONAL YEARS PRIOR TO THE EXPIRATION OF THE CURRENT TERM. IF THE OPTION TO RENEW IS EXERCISED AND EXCEPTED, THE CONTRACT WILL CONTINUE UNDER THE SAME TERMS AND CONDITIONS SET FORTH HEREIN. THE TOTAL DURATION OF THIS CONTRACT, UNDER THIS CLAUSE, SHALL NOT EXCEED FIVE (5) YEARS.</p>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PAYMENT TERMS:	NET - 30 DAYS	100% - 30 DAYS	
BIDS SOLICITED: 29		BIDS RECEIVED: 6	BIDS LOCAL: 0
			NO BIDS: 0

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 
 DATE: 2/26/2008

*change
of
Address*

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✓ Joan Clay Lowe, ASA
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Austin, TX 78701

✓ Julia McTague, ASA
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✓ Caroline Seigel, ISA
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Santa Fe, NM 87507

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Motley's Auctions & Realty Group
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