

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

**DEPARTMENT:** Information Technology

**AGENDA DATE:** May 26, 2009

**CONTACT PERSON/PHONE:** Gerald Gordier, 541-4288/Terrence Freiburg, Purchasing Manager, 541-4313

**DISTRICT(S) AFFECTED:** Citywide

**SUBJECT:**

That the Purchasing Manager be authorized to issue a Purchase Order to Decision Tree for the award of Solicitation 2009-169R for City Council Chambers Technology Upgrade. This was a Request for Proposal (RFP) Procurement and was the sole proposal submitted. It will provide upgraded technology throughout the Council Chambers and the video recording/broadcast. The focus of this upgrade is to simplify, provide fault tolerance, and enhanced quality. This is an award with opportunity to have an annual maintenance contract.

**BACKGROUND / DISCUSSION:**

The Council Chambers has equipment to facilitate recording and broadcast of meetings held. This equipment is long past reasonable life-span and an upgrade to take advantage of technological advances is necessary. An RFP was developed with three overarching goals: (1) utilize as much digital technology as possible, (2) simplicity of operation, and (3) elimination of single points of failure to the extent possible. The desire is to improve the quality, reliability and stability of all broadcasts.

**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?**

The amount of this proposal is quoted at \$180,443 installed.

The funding source is: PEG Funds: 39010348-07411-508010-PIT002.

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

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

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

**DEPARTMENT HEAD:** for Gary Gordier \_\_\_\_\_  
(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: MAY 19, 2009

PROJECT: CITY COUNCIL CHAMBERS TECHNOLOGY UPDATE  
RFP NO: 2009-169R  
DEPARTMENT: INFORMATION TECHNOLOGY  
BUDGET#: 39010348-508010-07411-PIT002  
FUNDING SOURCE: INFORMATION TECHNOLOGY DATA PROCESSING EQUIPMENT,  
1% PEG CABLE FEE

RESPRESENTATIVE DISTRICT(S): All  
\*\*\*\*\*

VENDOR: DECISION TREE, INC.  
EL PASO, TEXAS  
ITEMS ALL  
AMOUNT: \$180,443.00

TOTAL EST AWARD: \$180,443.00

Financial Services, Purchasing Division and Information Technology recommend award to Decision Tree, Inc., the sole proposer.

PROPOSALS SOLICITED 4  
PROPOSALS LOCALS 4  
PROPOSALS RECEIVED 1  
BIDS SVCS 4  
"NO BIDS" RECEIVED 0  
CURRENT TAXES PAID ---  
OUT-OF-TOWN ---

TOTAL AWARD: \$180,443.00

\*\*\*\*\*  
FUNDS: AVAILABLE --- NOT AVAILABLE --- COMPTROLLER ---  
\*\*\*\*\*  
COUNCIL: APPROVED --- REJECTED --- CITY CLERK ---  
\*\*\*\*\*

APPROVED: COUNCIL MEETING OF MAY 26, 2009

  
Terrence Freiburg *DF*  
Purchasing Manager *mmp*

JOHN COOK  
MAYOR



CITY COUNCIL  
ANN MORGAN LILLY, DISTRICT 1  
SUSANNAH M. BYRD, DISTRICT 2  
EMMA ACOSTA, DISTRICT 3  
MELINA CASTRO, DISTRICT 4  
RACHEL QUINTANA, DISTRICT 5  
EDDIE HOLGUIN JR., DISTRICT 6  
STEVE ORTEGA, DISTRICT 7  
BETO O'ROURKE, DISTRICT 8

JOYCE WILSON  
CITY MANAGER

CARMEN ARRIETA-CANDELARIA  
CFO

**FINANCIAL SERVICES DEPARTMENT**  
Purchasing Division

Memo to File  
May 21, 2009

**Subject: City Council Chambers Technology Update, Request for Proposal (RFP) No. 2009-169R**

The City received proposals for this RFP at 2:00 p.m. Wednesday, April 22, 2009 in City Council Chambers. Decision Tree, Inc. from El Paso, TX was the sole proposer. On May 20, 2009 those vendors (4 vendors) who did not submit a proposal, in response to the subject RFP, were called in order to determine the reason why only one proposal was submitted. One vendor (Thunderbird Digital) submitted a proposal with the sole bidder Decision Tree, Inc. The other three bidders had either scheduling conflicts and/or were missing staff needed to complete a proposal prior to the due date for this RFP.

Thunderbird Digital, El Paso, TX (Phillip Partridge, ph. 532-2861)

After reviewing this solicitation, Thunderbird digital teamed with Decision Tree, Inc. to submit a proposal feeling that the solution they were proposing worked best using the combined skills of both organizations.

HB Electronics, El Paso, TX (Alberto Bordier, ph. 775-2552)

HB Electronics did a similar bid for the Housing Authority recently and would have been very interested in submitting a proposal. However, they received notice of this solicitation only a few days prior to the due date and there was not sufficient time to do a walkthrough and put together an estimate.

Visual Innovations Co., El Paso, TX (Matt Stopani, ph. 585-0355)

Visual Innovations did the original technology installation project in council chambers and were interested in submitting a proposal for this upgrade. Due to a scheduling conflict with the company's engineer, who prepares the project estimates and was out of town, they were unable to submit a proposal by this solicitation's due date.

Howell Electronics El Paso, TX (Eldon Howell, ph. 566-3968)

Howell Electronics did not submit a proposal because their estimator was on a leave of absence and no one else at the company had the expertise to provide a proposal by the due date.

Michael W. Plum, Administrative Analyst  
Financial Services-Purchasing Division



THUNDERBIRD DIGITAL  
409 EXECUTIVE, #400  
EL PASO, TX 79902

VISUAL INNOVATIONS COMPANY  
4717 OSBORNE SUITE #100  
EL PASO, TX 79922

HOWELL ELECTRONICS  
2873 PERSHING DR  
EL PASO, TX 79903

HB ELECTRONICS  
6000 GATEWAY EAST  
EL PASO, TX 79905