

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

DEPARTMENT: Aviation

AGENDA DATE: June 22, 2010

ELP

CONTACT PERSON NAME AND PHONE NUMBER: Monica Lombrana,
Director of Aviation 780-4793
DISTRICT(S) AFFECTED: A11 Carmen Arrieta-Candelaria, CFO, 541-4293

SUBJECT:

AUTHORIZE the Purchasing Manager to issue a purchase order to Time Manufacturing through a TXMAS contract # TXMAS-6-23V020 in the amount of \$120,892.00 for a Versalift VST-240-1 insulated 40 foot Telescopic Aerial Platform Lift with a working height of 45 feet along with all accessories as specified. The purchase price of the truck with accessories is \$120,892.00 FOB El Paso, TX.

BACKGROUND / DISCUSSION:

This truck will be used to service street lights and street signs at the Airport.

PRIOR COUNCIL ACTION:

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

No.

AMOUNT AND SOURCE OF FUNDING:

This purchase will be funded by the Airport Enterprise Fund Dept.62620020 ACCT 508055 Project P500004 Fund 41022.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

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

DEPARTMENT HEAD:

Monica Lombrana

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

DATE: June 7, 2010 *FA*
TO: Municipal Clerk
FROM: Carmen Arrieta-Candelaria
Chief Financial Officer, ext. 4293

Please place the following item on the CONSENT Agenda for the Council Meeting of **June 22, 2010**.

Item should read as follow:

Request that the Purchasing Manager for Financial Services, Purchasing Division, be authorized to issue a purchase order to Time Manufacturing Company, a Texas Multiple Award Schedules (TXMAS) contractor under Contract No. 6-23V020, for one (1) Telescopic Aerial Platform Lift in the estimated amount of \$120,892.00.

The participation by the City of El Paso in the TPASS Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007.

Department: Aviation
Funding Source: Airport Capital Outlay
Total Estimated Award: \$120,892.00
Districts: All

SPECIAL INSTRUCTIONS:

Reviewed by: 
Pete Dunavant, Administrative Analyst

Municipal Clerk's Use

ITEM NO. _____

cc: BID FILE

Dedicated to Outstanding Customer Service for a Better Community

S E R V I C E S O L U T I O N S S U C C E S S



To: Carmen Arrieta-Candelaria, Chief Financial Officer
Mary Jane Lopez, Procurement Analyst

From: Monica Lombraña, Director of Aviation

Monica Lombraña
Authorized Signature

Date: June 7, 2010

Re: CONTRACT NO. TXMAS-6-23V020, TELESCOPIC AERIAL PLATFORM LIFT

The Department of Aviation recommends utilizing TXMAS CONTRACT NUMBER 6-23V020, VEHICULAR MULTIPLE AWARD SCHEDULE to issue a \$120,892.00 purchase order to Time Manufacturing Company for a Telescopic Aerial Platform Lift to be used to service street lights and street signs at the Airport. The following are the factors used to evaluate the use of this procurement program as the best approach:

1. *Is there an urgent need for the product/service? In other words, is time of the essence?*

Yes - vehicle will be used for the re-lamping and maintenance of street lights, parking lot lights, wall packs and signage at the airport.

2. *Does the purchase through the Program promote the standardization of equipment?*

This is a one time purchase anticipated to have a lifetime of approximately ten years. Vehicle will be under warranty for the first year; Airport automotive shop will maintain thereafter. This truck is equipped with a two-person platform as compared to the standard one-person platform, and is also equipped with a unique electrical PTO as compared to an engine-driven PTO, saving fuel cost by not having to run the engine when parked.

3. *Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?*

There are no local vendors available for the manufacturing of this truck.; however, company is located within the state of Texas.

4. *Do the available vendors have prior work experience and/or familiarity with the City?*

Yes, the City Street Dept. purchased a similar unit in 1997.

5. *Is the pricing reasonable as compared to other similar products/work performed for the City of El Paso in the past or as quoted from other companies?*

Yes.

The participation by the City of El Paso in the Texas Multiple Award Schedule (TXMAS) Purchasing Cooperative Program was approved by Mayor and City Council on February 27, 2007. The standard factors used to determine the use of a Cooperative Purchasing program were approved by City Council on June 24, 2008.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Rachel Quintana

District 6
Eddie Holguín Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson



Susan Combs Texas Comptroller of Public Accounts

Search TXMAS Contracts:

Search

Rebates: Pursuant to Texas Government Code § 2155.510(b), rebates generated from TXMAS contract purchases made using federal funds must be reported to the federal funding agency for reporting and reconciliation purposes. Each quarter of the State's fiscal year, TXMAS contractors rebate .75% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate using the above percent based on the total dollar value of the TXMAS purchase order.

Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$375 ($\$50,000 * .75\% = \375) will be paid to the State of Texas by the TXMAS contractor.



TIME MANUFACTURING COMPANY
Contract TXMAS-6-23V020

On-Line Catalog/Order Processing

VEHICULAR MULTIPLE AWARD SCHEDULE

Corporate Office:
 TIME MANUFACTURING
 COMPANY
 P.O. BOX 20368
 WACO TX 76702-0368
 USA

Delivery: 150 - 180 DAYS ARO
 EXPEDITED DELIVERY: CONTACT
 CONTRACTOR

Send PO to:
 TIME MANUFACTURING
 COMPANY
 P.O. BOX 20368
 WACO TX 76702-0368
 USA
 Vendor ID: 17416097172

FOB Point: DESTINATION
 Terms: 1% - 10 DAYS, NET 30 DAYS

Remit To: TIME MANUFACTURING COMPANY
 P.O. BOX 20368
 WACO TX 76702-0368
 USA
 Vendor ID:

Vendor ID: 17416097172

Invoice From:
 TIME MANUFACTURING
 COMPANY
 P.O. BOX 20368
 WACO TX 76702-0368
 USA
 Vendor ID:

Business Type: Small
 DUNS #: 009580887
 Effective: 5/8/2006
 Expires: 7/31/2012

CONTACT: JEFFREY DREWS
 Phone 254-420-5321
JEFFREYD@TIMEMFG.COM

Note: Click on the column headings below to change the sort order. To search for a particular company, simultaneously press the "CTRL" and "F" keys, then type the word you are looking for and hit "Enter".

Authorized Dealers

<u>Dealer Name</u>	<u>City</u>	<u>State</u>	<u>Contract Number</u>	<u>Hub</u>	<u>Contact Info</u>
VERSALIFT SOUTHWEST	WACO	TX	TXMAS-6- 23V020-1	No	JEFFREY DREWS 254-420-5321 JEFFREYD@TIMEMFG.COM

Effective Date: This Texas Multiple Award Schedule (TXMAS) contract is effective beginning 5/8/2006 through 7/31/2012 and is automatically renewed on the date that the General Services Administration (GSA) exercises the renewal option. All State of Texas terms and conditions will continue and apply to all renewal periods by mutual agreement. The contractor has certified that the prices reflected in the contractor's catalog are the same as the prices contained in the most current modification to GSA Contract No. GS-30F-1024H.

Placement of Orders: Purchasing entities must use both the instructions on the contractor's web page and the terms and conditions in the federal supply schedule to place orders. Purchasing entities may use either a departmental purchase order or the contractor's on-line ordering system to place orders. Purchasing entities may opt out of using the contractor's on-line ordering system if it is incompatible with the entity's purchasing procedures. The contractor is not required to accept orders below the minimum listed below. Orders between the minimum and maximum listed below are subject to GSA preferred customer pricing. For orders above the maximum, purchasing entities are entitled to negotiate for lower prices than those listed on the on-line federal supply schedule price list.

Order Limitation:

Minimum Order: \$100

Maximum Order: 25 UNITS

Approved Products/Services: Only products or services listed in the CPA approved GSA contract may be purchased from this TXMAS contract, with one exception. Incidental, off-schedule items may be purchased as "best value, open market" items provided that they are necessary for product integration or product completeness. The purchasing entity is responsible for ensuring that the quoted price for such incidental items is fair and reasonable. These incidental items may be added to the TXMAS purchase order if they are clearly labeled as "open market (OM), best value" items.

State Contracts: All Texas Council for Purchasing from People with Disabilities contracts and Texas Correctional Industries (TCI) term contracts take precedence over this TXMAS contract. If similar products or services are listed on this TXMAS contract and a CPA term contract, a determination should be made that will result in a best value purchase.

Payment Due Date: Payment will be due on the thirtieth (30) calendar day after the later of: (a) the date the State actually receives a proper invoice at the office designated in the applicable purchase order to receive it; or (b) the date the State accepts the products or services. The post mark date on the envelope for the State warrant (State's equivalent to a check) or banking information showing when a