

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

DEPARTMENT: General Services

AGENDA DATE: June 26, 2012

CONTACT PERSON/PHONE: Stuart Ed, General Services Director, 621-6822
Bruce D. Collins, Purchasing Manager, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Approve a two (2) year extension of contract 2009-163 – Security Guard Services/City Municipal Building, awarded to Ruiz Protective Services, Inc., El Paso in the amount of \$390,140.00.

BACKGROUND / DISCUSSION:

The General Services - Fleet Division is recommending the extension of the above contract. The approval of this award will provide continuous security services for the City Municipal Building twenty four hours a day, seven days a week and will also provide security services for additional locations as needed. Local business is being supported.

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2009-163 on October 6, 2009, Item 9.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills an existing need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

AMOUNT AND SOURCE OF FUNDING:

Department: General Services - Facilities Division
Amount: \$390,140.00
Funds Available: 31010327-502212-01101-31010
Funds Source: General Services Dept, General Fund

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:



Stuart Ed, General Services Director

**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 **JUNE 26, 2012**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2009-163 Security Guard Services for City Municipal Building with Ruiz Protective Service, Inc. for two (2) additional years pursuant to the provisions of an award approved by the City Council on October 6, 2009. The extended contract period will be from October 7, 2012 to October 6, 2012.

Department:	General Services
Award to:	Ruiz Protective Service, Inc. El Paso, TX
Option:	One [of One]
Annual Estimated Amount:	\$195,070.00
Total Estimated Amount:	\$390,140.00 (2 years)
Account No.:	Department #31010327 – Acct #502212 – Fund #01101
Funding Source:	General Services – General Fund
District(s):	All

This is a best value, service contract.

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

**MOTION
OCTOBER 6, 2009**

Motion made by Representative Byrd, seconded by Representative Lilly, and unanimously carried to **AWARD** Solicitation No. 2009-163 (Security Guard Services for City Municipal Building) to Ruiz Protective Service, Inc. for a total estimated amount of \$585,210.

Department:	General Services – Building Maintenance
Award to:	Ruiz Protective Service, Inc. El Paso, TX
Items:	All
Option:	Two years
Annual Estimated Amount:	\$195,070
Account No.:	31010327 – 502212 – 01101
Funding Source:	General Funds
Total Estimated Award:	\$585,210

This is a thirty-six month requirements type contract for Security Guard Services for the City Municipal Building.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

The Departments of Financial Services, Purchasing Division, and General Services – Building Maintenance recommend award to Ruiz Protective Service, Inc., the vendor offering the best value bid.

Richarda Duffy Momsen, City Clerk