

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

DEPARTMENT: General Services

AGENDA DATE: July 9, 2013

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

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2010-182 (Pest Control Services) with Continental Termite and Pest Control, Inc. for one (1) additional year pursuant to the provisions of an award approved by the City Council on July 27, 2010. The total estimated award amount is \$39,600.00. The extended contract period will be from September 1, 2013 to August 31, 2014.

BACKGROUND / DISCUSSION:

The General Services - Facilities Division is recommending the extension of the above bid. Continental Termite & Pest Control has provided excellent service to the City and has maintained their prices as originally submitted. There are currently over 100 City facilities that will require pest control services. If approved, this award will allow for continual pest control maintenance as well as keeping facilities clean and sanitary enhancing the overall appearance. Local business is being supported.

PRIOR COUNCIL ACTION:

Yes. Council previously approved contract 2010-182 on July 27, 2010, Item 7.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city 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
Amount	\$39,600.00
Funds Available:	Dept: 231 Div: 31040 Acct: 522200 Fund: 1000 Program: P3120
Funds Source:	General Fund – Pest Control Contracts

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 **JULY 9, 2013.**

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2010-182 (Pest Control Services) with Continental Termite & Pest Control, Inc. for one (1) additional years pursuant to the provisions of an award approved by the City Council on July 27, 2010. The extended contract period will be from September 1, 2013 to August 31, 2014.

Department:	General Services – Facility Maintenance Division
Award to:	Continental Termite & Pest Control, Inc. El Paso, TX
Option:	One [of One]
Total Estimated Amount:	\$39,600.00 (1 year)
Account No.:	231-31040-522200-1000-P3120
Funding Source:	General Funds – Pest Control Contracts
District(s):	All

This is a Best Value, Services contract.

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

MOTION
JULY 27, 2010

Motion made, seconded, and unanimously carried to **APPROVE** the award of Solicitation No. 2010-182 (Pest Control Services) to Continental Termite & Pest Control, Inc. for a total estimated award of \$118,800.

Department:	General Services – Facilities Division
Award to:	Continental Termite & Pest Control, Inc. El Paso, TX
Items:	All
Option:	1 Year
Annual Estimated Amount:	\$39,600
Funding Source:	Government Operations – Pest Control Contracts
Total Estimated Award:	\$118,800 (3 years)

This is a thirty-six month requirements type contract.

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 – Facilities Division recommend award as indicated to Continental Termite & Pest Control, Inc., the vendor offering the best value bid.

Richarda Duffy Momsen, City Clerk

VENDOR PERFORMANCE REPORT

CONTRACT NUMBER AND TITLE: 2010-182 - Pest Control Services

COMPANY CONTACT INFORMATION

COMPANY/OWNER'S NAME	Continental Termite and Pest Control		
COMPANY ADDRESS	1450 Pendale Rd. Suite J, El Paso, TX 79936		
POINT OF CONTACT E-MAIL ADDRESS	Damaris Chacon		
PHONE/FAX NUMBERS	PHONE	(915) 598-1100	FAX (915) 598-9990
CONTRACT AMOUNT (\$)	\$118,800 for 3 years		
% COMPLETED / COMPLETED			
ESTIMATED COMPLETION DATE	8/31/2013		

TECHNICAL PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Completion of major tasks/ milestones/ deliverables on schedule.		9					
Responsiveness to changes in technical direction.		9					
Ability to identify risk factors and alternatives for alleviating risk.							N/A
Ability to identify and solve problems expeditiously.		9					
Ability to deliver goods or services accordance with specification		9					
Ability to employ standard tools/methods.		9					

MANAGEMENT PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Overall communication with staff.		9					
Effectiveness and reliability of Contractor's Key Personnel		9					
Ability to recruit and maintain qualified personnel.							N/A
Ability to manage multiple and diverse projects/tasks from planning through execution.							N/A
Ability to effectively manage subcontractors.							N/A
Ability to accurately estimate and control cost to complete tasks.		9					
Overall performance in planning, scheduling, and monitoring.		9					
Ability to resolve problems		9					
Use of management tools (e.g. cost/schedule, task management tools).		9					

CONTRACT ADMINISTRATION

FACTORS/RATINGS	YES	NO
Was the project completed on schedule? If not, how late was it: ___ < 30 days; ___ <60 days; ___ < 90 days; ___ > 90 days		
Did the contractor submit unnecessary Change Order requests?		No
Were contractor proposals for Change Orders reasonably priced?		
Were there any claims?		No
Compliance with labor laws		
Compliance with safety requirements	Yes	
Given a choice, would you do business with this contractor again?	Yes	

Report completed by: Gabino Cortez **Phone:** (915) 621-6850

Department Director: Stuart C. Ed **Phone:** (915) 621-6822