

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

DEPARTMENT: Libraries

AGENDA DATE: July 12, 2011

CONTACT PERSON NAME AND PHONE NUMBER: Dionne Mack-Harvin—Library Director, (915)543-5413
Bruce D. Collins – Purchasing Manager, (915) 541-4313

DISTRICT(S) AFFECTED: AU

SUBJECT:

That the Purchasing Manager be authorized to issue a Purchase Order (s) to Innovative PBX Services, Inc. (IPS) for the purchase of Cabling for 24 Parks & Recreation Sites and additional Partner Sites. This will be purchased off of the Department of Information Resources contract #DIR-SSD-667 at an estimated expenditure of \$91,743.05.

BACKGROUND / DISCUSSION:

The Library is recommending the award of the above to Innovative PBX Services, Inc. (IPS). It is to cable 24 Parks & Recreation sites as well as additional partner sites. This is required to support the City's obligation to the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Center (PCC) grant number 48-42-B10570 and to complete Phase II of the plan.

PRIOR COUNCIL ACTION:

No

AMOUNT AND SOURCE OF FUNDING:

Department: Libraries
Amount: \$91,743.05
Funds Available: Dept # 53150073 – Acct # 508010 – Fund # 07079 – Grant # 48-42-B10570
Funds Source: ARRA BTOP Virtual Village

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD: _____



To: Bruce D. Collins, Purchasing Manager (915) 541-4313
From: Dionne Mack-Harvin, Library Director (915) 543-5413
Date: June 7, 2011

RE: Cabling for 24 Parks & Recreations sites and additional Partner sites as required by the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Centers (PCC) grant number 48-42-B10570.

The Library recommends utilizing the Texas Department of Information Resource (DIR) contract number DIR-SDD-667 to issue a purchase order to IPS for the amount of \$91,743.05 to run cabling to 24 Parks & Recreation sites and additional partner sites. The additional cabling is required to install computers at these locations to support the City's obligation to the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Center (PCC) grant number 48-42-B10570. 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, the cabling is needed in order to proceed with the installation of computer hardware for 24 Parks and Recreation sites and additional Partner sites beginning around July 1, 2011 under the City's obligation to the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Center (PCC) grant number 48-42-B10570.

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

Yes, standardization will continue to be preserved with the use of this purchase.

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

Yes, local business is supported. Innovative PBX Services, Inc. (IPS) is a local business and they are an awarded vendor with the Texas Department of Information Resource (DIR) contract number DIR-SDD-667.

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

Yes, IPS has been servicing the City of El Paso for years. It is a reliable vendor whose deliverables are expected to arrive timely to help us meet this and other grant deadlines.

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?

Price reasonableness has been established because the cooperative purchasing agency used a competitive bidding process in the awarding of the contract. The participation by the City of El Paso in the Department of Information Resources (DIR) Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007.

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FINANCIAL SERVICES – PURCHASING DIVISION
2 Civic Center Plaza, 7th Floor, City Hall – El Paso, Texas 79901
(915) 541-4308

