

**CITY OF EL PASO, TEXAS  
REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** General Services Department

**AGENDA DATE:** TBD by Financial Services July 24, 2007

**CONTACT PERSON/PHONE:** Jeff Belles, 621-6821 ; Terrence Freiburg, Purchasing Manager, 541-4313

**DISTRICT (S) AFFECTED:** All

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Extend contract 2005-185, Radiators and Radiator Repairs, for two more years. Emmett Radiator and Duran Radiator both offered a two year extension. Estimated annual expenditures are \$30000 with Emmett and \$5000 with Duran.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The original contract was awarded on August 23, 2005. Both vendors offered the option to extend the contract for two years if exercised within two years. Both vendors have provided excellent service during the first two years of the contract.

**PRIOR COUNCIL ACTION:**

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

Yes.

**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?**

45202-37370510-503121 and 45202-37370510-503125, General Services Department, Fleet Services Internal Service Fund

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

**DEPARTMENT HEAD:** Jeffrey A Belles, March 9, 2007

(Example: if RCA is initiated by Purchasing, client department should sign also)  
*5Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

*Christina Ramirez for Jeff Belles*

CITY CLERK DEPT  
07 JUL 18 PM 2:40

CITY CLERK DEPT  
07 JUL 18 PM 3:37

**MOTION  
AUGUST 23, 2005**

Motion made by Representative O'Rourke, seconded by Representative Presi Ortega, Jr. and unanimously carried to award Bid Solicitation No. 2005-185 Repair Service-Auto Radiators and Tanks

Award to: Vendor 1: Emmett Radiator Service, Inc.  
El Paso, Texas  
Item(s): Group I, V & VI  
Amount: \$25,000.00 (estimated annually)

Award to: Vendor 2: Duran's Radiator Shop  
El Paso, Texas  
Item(s): Group II, III & IV  
Amount: \$25,000.00 (estimated annually)

Department: Fleet Services  
Funds available: 37370510-503125-45202  
Funding source: Fleet Services Internal Service Fund  
Total award: \$150,000.00 (estimated)  
**District (s): All**

The Fleet Service and Purchasing Departments recommend award as indicated to the lowest responsive offer meeting specifications, from responsible parties.

Vendors 1 & 2 offer the City the option to extend the term of the contract at the same unit prices for two (2) additional years if the option is exercised within two (2) years from the date of the award.

Additionally, Vendor 1 offers the City a prompt payment discount of 2% ten days.

This is a Requirements Type Contract with an initial term of Thirty-Six (36) months.

Representative Lozano was not present for the vote.

Richarda Duffy Momsen, City Clerk

10A

CITY CLERK DEPT.  
07 JUL 16 PM 2:47

Jul. 10. 2007 7:46AM

P-1

No. 5216 P. 2

**City of El Paso  
Purchasing Division**

Date: July 10, 2007

Emmett Radiator Service, Inc  
Mr. Michael Emmett  
6730 Cleveland Ave.  
El Paso, TX 79925

Ref.: Contract Title -Repair Service, Auto Radiators & Tanks, Contract #2005-185-C1

Mr. Emmett:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2005-185-C1 for a period of two (2) years from August 24, 2008 to August 24, 2010 as per your offer on the referenced requirement.

It is important that we receive your faxed response no later than Friday , July 13, 2007. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

We would also appreciate your returning an original signed copy of this letter to us at City of El Paso, Purchasing Department, Two Civic Center Plaza, El Paso, Texas 79901-1196.

Thank you for your understanding and cooperation.

Sincerely,  
THE CITY OF EL PASO

Jesus M. Juarez  
Procurement Analyst  
915-541-4317  
[juarezjm@ci.el-paso.tx.us](mailto:juarezjm@ci.el-paso.tx.us)

We hereby extend the validity of our offer in response to Solicitation #2005-185-C1 to Date: August 24, 2010 for acceptance purposes.

Acknowledge: Emmett Radiator Service 7-10-07  
Company Name Date

By: Michael Emmett OWNER/PRESIDENT  
Print Name of Authorized Person Title

Michael Emmett  
Signature

CITY CLERK DEPT.  
07 JUL 16 PM 2:47

**City of El Paso  
Purchasing Division**

Date: July 10, 2007

Duran's Radiator Shop  
Mr. Frank Duran  
7264 Alameda.  
El Paso, TX 79915

Ref.: Contract Title –Repair Service, Auto Radiators & Tanks, Contract #2005-185-C2

Mr. Duran:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2005-185-C2 for a period of two (2) years from August 24, 2008 to August 24, 2010 as per your offer on the referenced requirement.

It is important that we receive your faxed response no later than **Friday , July 13, 2007**. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

**We would also appreciate your returning an original signed copy of this letter to us at City of El Paso, Purchasing Department, Two Civic Center Plaza, El Paso, Texas 79901-1196.**

Thank you for your understanding and cooperation.

Sincerely,  
THE CITY OF EL PASO

Jesus M. Juarez  
Procurement Analyst  
915-541-4317  
[juarezjm@ci.el-paso.tx.us](mailto:juarezjm@ci.el-paso.tx.us)

We hereby extend the validity of our offer in response to Solicitation #2005-185-C2 to Date: August 24, 2010 for acceptance purposes.

Acknowledge: DURAN'S RADIATOR SHOP Company Name 7/10/07 Date

By: FRANK DURAN Print Name of Authorized Person OWNER Title

[Signature]  
Signature

CITY CLERK DEPT.  
07 JUL 16 PM 2:47