



Agenda Item Form

Agenda Date: JULY 27, 04

Districts Affected: All

Dept. Head/Contact Information: Byron Johnson, 541-4308

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- General Fund
- Grant (duration of funds: _____ Months)
- Other Source: Fleet Service Internal Service Fund

Legal:

- Legal Review Required Attorney Assigned (please scroll down): None Approved Denied

Timeline Priority: High Medium Low # of days: _____

Why is this item necessary:

Decals needed for all City vehicles including Police & Fire vehicles.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Ongoing yearly purchases for decals.

Statutory or Citizen Concerns:

N/A

Departmental Concerns:

Decals needed for identification as City vehicles..

*
DATE: July 20, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M. *Byron E. Johnson*
Director of Purchasing x 4313
THRU: Aurora Wells
Interim Bid Clerk ext. 4038

Please place the following item on the CONSENT agenda for the Council Meeting of JULY 27, 2004.

Item should read as follows:

<u>Bid No.:</u>	<u>2004-203</u>	<u>Vehicle Decals</u>
<u>Award to:</u>	<u>Be! Graphics</u>	<u>El Paso, Texas</u>
<u>Item (s):</u>	<u>Part A, Item #1 & #1A, Part B</u>	
<u>Amount:</u>	<u>\$25,000.00 (estimated annually)</u>	
<u>Department:</u>	<u>Fleet Service</u>	
<u>Funds available:</u>	<u>37370510-503121-503125-45202</u>	
<u>Funding source:</u>	<u>Fleet Service Internal Service Fund</u>	
<u>Total award:</u>	<u>\$75,000.00 (estimated)</u>	
<u>District (s):</u>	<u>All</u>	

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

Vendor offers 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.

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

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

AGENDA FOR: JULY 27, 2004



PROJECT FORM

DATE: July 20, 2004

PROJECT: Vehicle Decals
NO:2004-203
BUDGET NO: 37370510-503121-503125-45202
FUNDING SOURCE: Fleet Service Internal Service Fund-
REPRESENTATIVE DISTRICT(S): All

DEPARTMENT: Fleet Service

RECOMMENDATION: 1) Vendor : Be! Graphics
El Paso, Texas
Item(s): Part A, Item #1 & #1A, Part B
Amount: \$ 25,000.00 (estimated annually)

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

Vendor offers 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.

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

BIDS SOLICITED- 17 (12 local)
BIDS RECEIVED- 04
"NO BID" RECEIVED 00

CURRENT TAXED PAID-
OUT-OF-TOWN- xx

TOTAL RECOMMENDED AWARD: \$ 75,000.00 (estimated)

COUNCIL APPROVED [] REJECTED [] MUNICIPAL CLERK _____

APPROVED:

COUNCIL MEETING DATE: August 3, 2004

Signature of Byron E. Johnson, C.P.M.
Byron E. Johnson, C.P.M.
Director of Purchasing

Memo

BID #2004-203

VEHICLE DECALS

Please provide the following information with your recommendation:

POSTED Requisition Number: 2004007968

Recommended bidder(s): Be! Graphics

Recommended Item(s): all

Department ID: 37370510

Account No: 503121/503125

If applicable, Project Code: _____

Funding Source: 45202

If applicable, Fiscal Year: FY2004-FY2007

Estimated annual expenditure: \$25,000

District(s): 5

Authorizing Signature Jeffrey A Belles Date July 12, 2004



PURCHASING DEPARTMENT
RECEIVED

04 JUL 13 AM 10:20

DEPARTMENT RECOMMENDATIONS

FROM: Jeff Belles



DEPARTMENT: Fleet Services

BID #2004- 203

BID TITLE- VEHICLE DECALS

BID ITEM(S) # : ALI

VENDOR SELECTED Be! Graphics BID AMOUNT: \$25,000

JUSTIFICATION FOR RECOMMENDATIONS:

Lowest bidder meeting specifications.

CITY OF EL PASO BID TABULATION

BID TITLE: VEHICLE DECALS

BID # 2004-203

BID DATE: JUNE 16, 2004

DEPARTMENT: FLEET SERVICES

	BE! GRAPHICS EL PASO, TX	CHROMA-TONE, INC. DALLAS, TX	IMS INDUSTRIES EL PASO, TX	METRO SIGNS EL PASO, TX
PRICE ADJUSTMENT FACTOR				
ITEM DESCRIPTION	NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP			
A. PRICE LIST PRICING:				
ITEM 1. VEHICLE DECALS	NET <input checked="" type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - 20% DISCOUNT <input checked="" type="checkbox"/> + ____% MARKUP <input type="checkbox"/>
Discount/Mark-up proposed from the _____ Price List [OR Catalog] [Manufacturer or Brand Name]	3M-VINYL MATERIAL	N/A	ONLY SAMPLE PRICING EVALUATION LISTED	AVERY
LIST NUMBER: _____ DATED: _____ as supplemented, for any quantity as needed.	N/A 06/16/04			
FROM PRICE LIST FOR MARKETING LEVEL:				
WHOLESALER <input type="checkbox"/> DISTRIBUTOR <input type="checkbox"/> JOBBER <input type="checkbox"/> DEALER <input type="checkbox"/> RETAILER <input type="checkbox"/> [OTHER] _____ <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			

APPROVED BY:

Jesus M. Juarez

DATE:

6/21/04

CITY OF EL PASO BID TABULATION

BID TITLE: VEHICLE DECALS BID DATE: JUNE 16, 2004		BID # 2004-203 DEPARTMENT: FLEET SERVICES		
	BE! GRAPHICS EL PASO, TX	CHROMA-TONE, INC. DALLAS, TX	IMS INDUSTRIES EL PASO, TX	METRO SIGNS EL PASO, TX
	PRICE ADJUSTMENT FACTOR			
ITEM DESCRIPTION	NET OR % DISCOUNT OR % MARKUP			
A. PARTS PRICE LISTING ITEM 1A. VEHICLE DECALS (USE FOR ADDITIONAL LISTING)	NET <input checked="" type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - ____% DISCOUNT <input type="checkbox"/> + ____% MARKUP <input type="checkbox"/>	NET <input type="checkbox"/> - <u>20%</u> DISCOUNT <input checked="" type="checkbox"/> + ____% MARKUP <input type="checkbox"/>
Discount/Mark-up proposed from the _____ Price List [OR Catalog] [Manufacturer or Brand Name]	3M-VINYL MATERIAL	N/A		AVERY
LIST NUMBER: _____ DATED: _____ as supplemented, for any quantity as needed.	N/A 06/16/04			
FROM PRICE LIST FOR MARKETING LEVEL: WHOLESALE <input type="checkbox"/> DISTRIBUTOR <input type="checkbox"/> JOBBER <input type="checkbox"/> DEALER <input type="checkbox"/> RETAILER <input type="checkbox"/> [OTHER] _____ <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID TITLE: VEHICLE DECALS		BID # 2004-203			
BID DATE: JUNE 16, 2004		DEPARTMENT: FLEET SERVICES			
		BE! GRAPHICS EL PASO, TX	CHROMA-TONE, INC. DALLAS, TX	IMS INDUSTRIES EL PASO, TX	METRO SIGNS EL PASO, TX
ITEM	MANUFACTURER'S PRICE LIST IDENTIFICATION:				
1.	MANUFACTURER:	3M-INCORPORATED	CHROMA-TONE, INC.		AVERY
	PRICE LIST FORM NUMBER AND/OR DATE	N/A	N/A		6/01/04
2.	MANUFACTURER:	ACS-SUPPLIES	CHROMA-TONE, INC.		
	PRICE LIST FORM NUMBER AND/OR DATE	N/A	N/A		
3.	MANUFACTURER:	PERFORMANCE PLASTICS	CHROMA-TONE, INC.		
	PRICE LIST FORM NUMBER AND/OR DATE	N/A	N/A		
4.	MANUFACTURER:	REGAL PLASTICS	CHROMA-TONE, INC.		
	PRICE LIST FORM NUMBER AND/OR DATE	N/A	N/A		
5.	MANUFACTURER:	N/A	CHROMA-TONE, INC.		
	PRICE LIST FORM NUMBER AND/OR DATE		N/A		
6.	MANUFACTURER:	N/A	CHROMA-TONE, INC.		
	PRICE LIST FORM NUMBER AND/OR DATE		N/A		

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID TITLE: VEHICLE DECALS		BID # 2004-203			
BID DATE: JUNE 16, 2004		DEPARTMENT: FLEET SERVICES			
		BE! GRAPHICS EL PASO, TX	CHROMA-TONE, INC. DALLAS, TX	IMS INDUSTRIES EL PASO, TX	METRO SIGNS EL PASO, TX
B. SERVICE LABOR RATES:					
1.	JOB TITLE	DESIGNER	N/A		INSTALLER
	HOURLY RATE: REGULAR	\$7.00			\$6.15
	HOURLY RATE: HOLIDAY	\$7.00			
	SHOP BILLING RATE: REGULAR	\$7.00			\$35.00
	SHOP BILLING RATE: HOLIDAY	\$7.00			
2.	JOB TITLE	PRODUCTION	N/A		
	HOURLY RATE: REGULAR	\$7.00			
	HOURLY RATE: HOLIDAY	\$7.00			
	SHOP BILLING RATE: REGULAR	\$7.00			
	SHOP BILLING RATE: HOLIDAY	\$7.00			
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>					

APPROVED BY: _____

DATE: _____

CITY OF EL PASO BID TABULATION

BID TITLE: VEHICLE DECALS		BID # 2004-203		
BID DATE: JUNE 16, 2004		DEPARTMENT: FLEET SERVICES		
	BE! GRAPHICS EL PASO, TX	CHROMA-TONE, INC. DALLAS, TX	IMS INDUSTRIES EL PASO, TX	METRO SIGNS EL PASO, TX
ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT.	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
C. NO OPTION OFFERED.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PAYMENT TERMS:	NET - 30 DAYS	1% - 10 DAYS	2% - 20 DAYS	NET - 30 DAYS
BIDDER'S PROMISED DELIVERY:	SAME DAY <input type="checkbox"/> OVERNIGHT <input checked="" type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input checked="" type="checkbox"/> OVERNIGHT <input type="checkbox"/>
IF THE BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL.				
A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY CAUSE FOR THE REJECTION OF THE BID.				
BIDS SOLICITED: 17		BIDS RECEIVED: 4		NO BID: 0

APPROVED BY: _____

DATE: _____

CUSTOM QUICK SIGNS
1421 LEE TREVINO
EL PASO, TEXAS 79936
598-7446

HOLLAND COMPANY AGENCY
2530 E. YANDELL DR.
EL PASO, TEXAS 79903
533-9737

IMS INDUSTRIES, INC.
1501 E. WYOMING
EL PASO, TEXAS 79902
542-0033

FAST SIGNS
4224 N. MESA, SUITE F
EL PASO, TEXAS 79902
532-2211

APACHE BARRICADE & SIGNS
11560 PELLICANO
EL PASO, TEXAS 79936
592-6619

DAVID'S PENNANTS & BANNERS
9911 CARNEGIE AVE.
EL PASO, TEXAS 79925
592-1981

ACME GRAPHIC'S & SIGNS
11237 PELLICANO
EL PASO, TEXAS 79935
590-7420

SIGN PRO
2211 E. MISSOURI
EL PASO, TEXAS 79903
533-8549

BE-GRAPHICS
ATTN: ARMANDO ESTRADA
3317 ROYAL JEWEL
EL PASO, TX 79936
276-0757
FAX - 857-7635

BID INFORMATION SERVICE
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER
PO BOX 5600
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX. 79901

EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER
CLASSIFIED / LEGAL SECTION
PO BOX 20
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TX 79902

SAM'S CLUB
7970 NORTH MESA
EL PASO ,TX 79932

SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY
2626 NORTHEAST # 103
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TX 79901