

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

DEPARTMENT: Libraries

AGENDA DATE: August 9, 2011

CONTACT PERSON NAME AND PHONE NUMBER: Dionne Mack-Harvin, Library Director, (915) 543-5413
Bruce D. Collins, Purchasing Manager, (915) 541-4308

DISTRICT(S) AFFECTED: All

SUBJECT:

That the Purchasing Manager be authorized to issue a Purchase Order (s) to Sigma Solutions, Inc. for the purchase of BTOP Equipment for City & Partner Sites. This will be purchased off of the Department of Information Resources contract #DIR-SSD-1385 at an estimated expenditure of \$56,565.60.

BACKGROUND / DISCUSSION:

The Library is recommending the award of the above to Sigma Solutions. The purchase of wireless access points for City & Partner sites and 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:

Yes, April 26, 2011, Item 7D

AMOUNT AND SOURCE OF FUNDING:

Department: Libraries

Amount: \$56,565.60

Funds Available: Dept # 53150073, Acct # 508010, Fund # 07079, Grant # 48-42-B10570

Funds Source: ARRA BTOP Virtual Village

BOARD / COMMISSION ACTION:

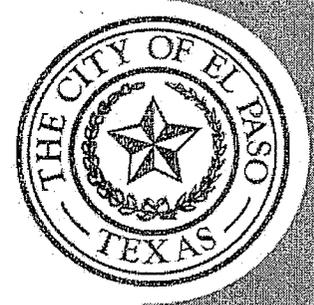
N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD: _____

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To: Bruce D. Collins, Purchasing Manager (915) 541-4313

From: Dionne Mack- Harvin, Library Director (915) 543-5413

Date: July 21, 2011

Re: Access points for City and Partner sites as required by the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Centers (PCC) grant number 48-42-B10570 – DIR-SDD-1385.

The Library recommends issuing a purchase order to Sigma Solutions, Inc. for the amount of \$56,565.60 for wireless access points for City and Partner sites under the BTOP grant. The equipment is 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 access points are needed to increase wireless access at City and Partner sites beginning August 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, the equipment 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?

Sigma Solutions, Inc. is not a local El Paso company but participates in DIR-SDD-1385.

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

Yes

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?

Yes, Sigma Solutions, Inc. had a lower bid than local vendors. It is a reliable vendor whose deliverables are expected to arrive timely to help us meet this and other grant deadlines. 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 DEPARTMENT
2 Civic Center Plaza, 7th Floor, City Hall – El Paso, Texas 79901
(915) 541-4011



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