

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

DEPARTMENT: Public Health

AGENDA DATE: August 9, 2011

CONTACT PERSON/PHONE: Michael Hill, Director, 771-5702
Bruce D. Collins, 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.

Request that the Purchasing Manager, Financial Services, Purchasing Division be authorized to issue a purchase order to VAL Brown Interiors DBA Brown Interior Solutions under TXMAS contract #6-71111060-7 in the amount of \$213,401.24 for the purchase of furniture and equipment for 13 of our WIC Centers.

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?

VAL Brown Interiors DBA Brown Interior Solutions is a local vendor, for the benefit will be to the City of El Paso. VAL Brown Interiors DBA Brown Interior Solutions is a TXMAS contract, and by purchased thru them we are getting a discount from 61.70-72.10% of the total original price. The City of El Paso can use those contracts that offer the best fit and overall value based on the City's specific needs and requirements.

PRIOR COUNCIL ACTION:

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

TX-MAS was approved by Council on February 27, 2007.

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?

Department ID: 41150011

Grant: G4111AD

Fund: 06341

Account #: 503101 for the amount of \$105,394.87 and Account #503301 for \$108,006.37

No budget transfer is required

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: _____ **FINANCE:** _____
(If required) (If required)

DEPARTMENT HEAD: _____
Name Signature Date

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

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

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SERVICE SOLUTIONS SUCCESS

JUNE 27, 2011

To: Bruce Collins, Purchasing Manager
Michael Lau, Procurement Analyst

From: MICHAEL HILL, DIRECTOR HEALTH - 771-5702

Signature: 

Re: FURNITURE AND EQUIPMENT -- TXMAS #6-71111060.

The Department of Public Health - WIC Program recommends utilizing TXMAS contract #6-71111060, to issue a \$213,401.24 purchase order to VAL Brown Interiors DBA Brown Interior Solutions for the purchase of furniture and equipment for 13 of our WIC Centers. 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?

WIC unspent funds are available in 2011 to replace furniture and equipment as well as new equipment to accommodate new state computers for the lab areas.

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

This would allow all WIC centers to have the same type of furniture that is safe, customer friendly and appealing to all that frequent the WIC centers

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

Yes, local business is being supported. VAL Brown Interiors DBA Brown Interior Solutions is a local business located at 106 W. Castellano Dr., El Paso TX 79912.

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

VAL Brown Interiors DBA Brown Interior Solutions has been providing furniture and equipment to the City of El Paso since June 2005, and a reliable vendor meeting the city's needs in a timely manner. In 2010 we also, purchased furniture for three of our WIC Centers (Pershing, North Loop and San Elizario).

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 the list price, sell % and sell price on the quotation. The list is attached for the record.



Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susie Byrd

District 3
Emma Acosta

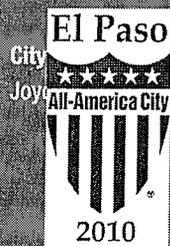
District 4
Carl L. Robinson

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke



FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

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