

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

DEPARTMENT: Library

AGENDA DATE: August 14, 2007

CONTACT PERSON/PHONE: CAROL BREY-CASIANO (543-5413)
AND / BACKUP CONTACT MIKE GIBBS (543-5417)

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.

Please authorize the City Manager to approve a 12 month service agreement (vendor service agreement # US39027) for 3M equipment in El Paso, Texas Libraries. The quote for the service agreement is detailed below:

Accept 3M Corporation service agreement \$30,524.88 which will provide for service through City of El Paso fiscal year 2008 ending August 31, 2008.

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?

3M Corporation is a Sole Source provider of service to 3M equipment and software. A Sole Source affidavit and Sole Source vendor letter is attached. This agreement covers 12 self checks and 10 security gates which are currently under 3 M service agreements.

PRIOR COUNCIL ACTION:

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

The council has not considered this previously. This action consolidates the service under a single agreement which will run annually to coincide with our fiscal year.

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?

The item is budgeted for FY 2008 in the General fund 01101, Department 53010201, account 502229.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

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

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

DEPARTMENT HEAD: Carol A. Brey-Cassano

(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: _____

EL PASO PUBLIC LIBRARY
m e m o r a n d u m

TO: Ray Hededia, Purchasing

FROM: Carol A. Brey-Casiano, Director of Libraries *CAB*

COPIES TO: Terrence Freiburg, Director of Purchasing
Mike Gibbs, Library Business Administrator

DATE: July 25, 2007

SUBJECT: **3M Corporation Service Agreement**

The Library would like to accept the 3M Corporation Service Agreement: 3M Service agreement 3 US39027, El Paso, Texas Libraries.

The Library recommends to accept the service agreement based on 3M's sole source status as service provider to 3M software and related equipment. 3M works closely with the Library to maintain our equipment and keep our automated systems functioning across our Library System.

Please contact me at 543-5413 or Mike Gibbs, 543-5417, should you have any questions.



**FINANCIAL SERVICES
PURCHASING**

SOLE SOURCE AFFIDAVIT

THIS IS AN OFFICIAL PURCHASING DOCUMENT – RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared Mary Zilles, a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Mary Zilles. I am over the age of 18, have never been convicted of a crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: 3M Company
3. The above named company or firm is the sole source of the following item(s), product(s) or service(s).
Maintenance Services for 3M Library Equipment
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this bidder is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This bidder understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible bidder on this and future solicitations and may result in discontinuation of any/all business with the City of El Paso.**

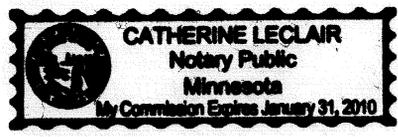
Mary Zilles
Signature

SUBSCRIBED AND SWORN to before me on this 9th day of July, 2007.

Catherine LeClair
NOTARY PUBLIC
Catherine LeClair

PRINT NAME
1/31/2010
MY COMMISSION EXPIRES

COMPANY: 3M Company
 ADDRESS: 3m Center, Bldg 42-6E-37
 CITY, STATE, ZIP CODE: St. Paul, MN 55144-1000
 PHONE NUMBER: 800-328-0067, Opt 1, then #2
 FAX NUMBER: 888-263-1916
 CONTACT NAME: Kelley Castillo or Rita Anderson
 WEB ADDRESS: www.3m.com
 EMAIL: 3MEQUIPFFELDSRVC@mmm.com
 FEDERAL TAX ID NUMBER: 41-0417775
 TEXAS SALES TAX NUMBER: _____



3M Track and Trace Solutions
Library Systems

3M Center, Building 0209-01-W-09
St. Paul, MN 55144-1000
651 733 1110



06/28/2007

Mike Gibbs
El Paso Public Library
Richard Burges Branch
9600 Dyer St
El Paso, TX 79924
GibbsMA@elpasotexas.gov

Dear Mr. Gibbs:

3M Library Systems requests consideration from the El Paso Public Library as the sole source provider of service for 3M™ Detection Systems. 3M has been manufacturing and servicing 3M security, productivity and information management solutions in libraries for more than 35 years. Please let us review some of the rationale to justify our sole source claim.

- 3M is the developer and sole manufacturer of the 3M™ Detection Systems.
- 3M maintains patents and patents pending on certain parts of the detection system technology, including the ability to detect and process material protected by 3M™ Tattle-Tape™ Security Strips.
- Like other products we sell in the library business, the 3M Detection System is a matched component system that includes service, security gates that detect the security strips, machinery that desensitizes the strips, and applicators that apply the strips to books and other items.
- 3M provides the only factory authorized service offering with technicians trained and equipped to maintain your 3M equipment in peak operating condition.

Our sales representative for your area is Shawn Brumley and he can be contacted at 800-328-0067 should you have any questions.

Thank you for your interest in the service we provide for 3M Detection Systems for Libraries. If there are any further questions or problems, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'John W. Lehman'.

John W. Lehman
Library Systems Service Supervisor