

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

DEPARTMENT: Department of Public Health

AGENDA DATE: September 28, 2010

CONTACT PERSON/PHONE: Michael Hill – Director, Department of Public Health (915) 771-5702
Bruce Collins – Purchasing Manager (915) 541-4313

DISTRICT(S) AFFECTED: All

SUBJECT:

Extend the following contract: 2008-069 – Janitorial Services - El Paso Department of Public Health Facilities
With: Vendor 1- Total Cleaning Services of El Paso, TX
Vendor 2- The Eagle Janitorial Services of El Paso, TX

BACKGROUND / DISCUSSION:

The Department of Public Health is recommending the extension of the above contract. Both Total Cleaning Services and The Eagle Janitorial Services have provided consistent, reliable service for the Public Health facilities for the past two years.

According to contract language, the Option to Extend must be exercised within two years of the initial award date (October 14, 2008); hence the apparently “early” exercise of the option to extend.

The originally awarded amount of \$726,496.28 will be sufficient to cover the additional costs of the remaining two years; hence the request to approve the extension is without an additional dollar amount.

PRIOR COUNCIL ACTION:

Yes. 2008-069 was originally awarded on October 14, 2008.

AMOUNT AND SOURCE OF FUNDING:

Department: Department of Public Health
Funds Available: 41010162 – 502206 – 01101/06341/06342/06343
Funds Source: Maintenance Services Contracts-Janitorial

BOARD / COMMISSION ACTION:

N/A.

*****AUTHORIZATION*****

DEPARTMENT HEAD: _____

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **SEPTEMBER 28, 2010**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2008-069 Janitorial Services - El Paso Department of Public Health Facilities with Total Cleaning Services and The Eagle Janitorial Services for two (2) additional years pursuant to the provisions of an award approved by the City Council on October 14, 2008. The extended contract period will be from December 1, 2011 to November 30, 2013.

Department:	Department of Public Health
Option:	One [of One]
Funding Source:	Maintenance Services Contracts-Janitorial
District(s):	All

*******ADDITIONAL INFO BELOW*******

According to contract language, the Option to Extend must be exercised within two years of the initial award date (October 14, 2008); hence the apparently "early" exercise of the option to extend.

The originally awarded amount of \$726,496.28 will be sufficient to cover the additional costs of the remaining two years; hence the request to approve the extension is without an additional dollar amount.

**MOTION
OCTOBER 14, 2008**

Motion made by Representative Ortega, seconded by Representative Lilly, and unanimously carried to **AWARD** Solicitation No. 2008-069 (Janitorial Services – El Paso Department of Public Health Facilities) to Total Cleaning Services and The Eagle Janitorial Services for a total estimated award of \$726,496.28.

Department:	Health
Award to:	Vendor 1: Total Cleaning Services El Paso, TX
Items:	1 – 5
Option:	2 years
Estimated 36-Month Amount:	\$368,490.76
Award to:	Vendor 2: The Eagle Janitorial Services El Paso, TX
Items:	6, 9 -14, 16, 17, 19
Option:	2 years
Estimated 36-Month Amount:	\$358,005.52
Account No.:	41150011 – 502206 – 06330
Funding Source:	Health Department
Total Estimated Award:	\$726,496.28

This is a thirty-six month requirements type contract.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

The Departments of Financial Services, Purchasing Division, and Health recommend award to Total Cleaning Services and The Eagle Janitorial services, the vendors offering the best value bids.

Richarda Duffy Momsen, City Clerk