CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: **Environmental Services**

AGENDA DATE: **October 6, 2009**

CONTACT PERSON/PHONE: **Ellen Smyth, Director, 621-6700**
Terrence Freiburg, Purchasing Manager, 541-4313

DISTRICT (S) AFFECTED: All

SUBJECT:

Request that the Purchasing Manager of the Financial Services Department, Purchasing Division be authorized to purchase uniforms and safety footwear. This purchase is being facilitated through a Education Service Center Region 19 Purchasing Cooperative Contract with Bazaar Uniforms and Work Wear Safety Shoes. Since the total purchase will be in excess of $50,000, approval by City Council is required.

BACKGROUND / DISCUSSION:

The Environmental Services Department recommends utilizing Education Service Center Region 19 Purchasing Cooperative Program Contract #08-6133 to issue a $55,780.00 purchase order to Bazaar Uniforms for the acquisition of one thousand four hundred seventeen (1,417) sets of uniforms and a $14,535.00 purchase order to Work Wear Safety Shoes for the acquisition of three hundred and twenty three (323) pairs of safety footwear. The total amount of the purchase for the sets of uniforms and safety footwear is $70,315.00 for the period from 10/01/09 – 09/30/10.

PRIOR COUNCIL ACTION:

Council has approved participation in the Education Service Center Region 19 Purchasing Cooperative Program.

AMOUNT AND SOURCE OF FUNDING:

The funding source for this purchase will be from
Fund 40403: Environmental Services
DeptID: 34010280
Account #: 503120
Class: 34000
$725.00

Fund 40403: Environmental Services
DeptID: 34010281
Account #: 503120
Class: 34000
$245.00

Fund 40403: Environmental Services
DeptID: 34010286
Account #: 503120
Class: 34000
$12,290.00

Fund 40403: Environmental Services
DeptID: 34010289
Account #: 503120
Class: 34000
$4,800.00

Fund 40403: Environmental Services
DeptID: 34010291
Account #: 503120
Class: 34000
$27,240.00

Fund 40403: Environmental Services
DeptID: 34010292
Account #: 503120
Class: 34000
$1,255.00

Fund 40403: Environmental Services
DeptID: 34010293
Account #: 503120
Class: 34000
$7,090.00

Fund 40403: Environmental Services
DeptID: 34010294
Account #: 503120
Class: 34000
$8,395.00

Fund 40403: Environmental Services
DeptID: 34010296
Account #: 503120
Class: 34000
$6,285.00

Fund 40403: Environmental Services
DeptID: 34010297
Account #: 503120
Class: 34000
$1,990.00

BOARD / COMMISSION ACTION:

N/A

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

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

DEPARTMENT HEAD: _____

(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:** _____

PROJECT FORM

DATE: September 23, 2009

TO: Municipal Clerk

FROM: Terrence Freiburg
Purchasing Manager, ext. 4313

Leticia Rivera
Procurement Analyst, ext. 4234

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Please place the following item on the CONSENT agenda of October 6, 2009.

Item should read as follows:

Request that the Purchasing Manager for Financial Services, Purchasing Division, be authorized to issue a purchase order to Bazaar Uniforms & Men's Store, a Region 19 Cooperative Purchasing Program contractor under Contract No. 08-6133, for uniforms and shoes in the estimated amount of $70,315.00. Participation by the City of El Paso in the Region 19 Cooperative Purchasing Program was approved by Mayor and City Council on March 4, 2008.

Department:	Environmental
Account No.:	Various (see attached RCA)
Funding Source:	Various
Total Estimated Award:	$70,315.00
District (s):	All

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SERVICE SOLUTIONS SUCCESS

MEMORANDUM

To: Leticia Rivera, Procurement Analyst
Purchasing Department

From: Ellen A. Smyth, P.E., Director

Date: September 16, 2009

Subject: Uniforms

The Environmental Services Department recommends utilizing Education Service Center Region 19 Contract #08-6133 Purchasing Cooperative Program to issue a $55,780.00 purchase order to Bazaar Uniforms for the acquisition of one thousand four hundred seventeen (1,417) sets of uniforms and a $14,535.00 purchase order to Work Wear Safety Shoes for the acquisition of three hundred and twenty three (323) pairs of safety footwear. The total amount of the purchase of uniforms is $70,315.00.

If you have questions, please contact me at 621-6719 or Deborah Strom at 621-6723.

Attachments:

1. Agenda Item Summary Form
2. 5-factor Memorandum
3. Price comparison from FY09 to FY10

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

City Manager
Joyce A. Wilson

ENVIRONMENTAL SERVICES DEPARTMENT

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SERVICE SOLUTIONS SUCCESS

MEMORANDUM

TO: Terrance Freiburg, Purchasing Manager
Ana L. Rivera

FROM: Ellen A. Smyth, P.E., Director

SUBJECT: Uniforms – Education Service Center Region 19 - Contract #08-6133

DATE: September 16, 2009

The Environmental Services Department recommends utilizing Education Service Center Region 19 Contract #08-6133 Purchasing Cooperative Program to issue a $55,780.00 purchase order to Bazaar Uniforms for the acquisition of one thousand four hundred seventeen (1,417) sets of uniforms and a $14,535.00 purchase order to Work Wear Safety Shoes for the acquisition of three hundred and twenty three (323) pairs of safety footwear. The total amount of the uniforms purchase is $70,315.00. 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, these uniforms are needed for replacement of uniforms issued in 2007.

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

   Yes. The uniforms requested will allow for standardization of employees' uniforms.

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

   Yes. One of the companies we will be using is a local business, Bazaar Uniforms.

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

   Yes, the Department has purchased uniforms from these vendors before.

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 a competitive bidding process in the awarding of the contract.

THE CITY OF EL PASO TEXAS

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CITY OF EL PASO

Environmental Services Department

Uniforms

Item #	Item Description	FY09 Company - Contract 2008-149	Size	Quantity	Unit Price	Total Price	FY10 Company	Size	Quantity	Unit Price	Total Price
1	Shirt, work, L/S, Light Blue, with reflective material, w/sleeve patch Dickie VL101	Mission Linen	S-5XL	800	$ 19.04	$ 15,232.00		S-5XL	0	N/A	$ -
11	Polo shirt Anvil 4630, Unisex sizes, Embroidered	Bazaar	S-XL	400	$ 8.89	$ 3,556.00	Bazaar	XS-XL	86	$ 13.31	$ 1,144.66
11	Polo shirt Anvil 4630, Unisex sizes, Embroidered	Bazaar	2XL-4XL	0	$ 9.99	$ -	Bazaar	2XL-6XL	10	$ 19.22	$ 192.20
17	Polo shirt Anvil 4630, Female sizes, Embroidered	R4	S-XL	120	$ 11.13	$ 1,335.60	Bazaar		0	N/A	$ -
12	Edwards Casual Dress Pants Flat Front	Mission Linen	All sizes	200	$ 14.45	$ 2,890.00	Bazaar	All sizes	130	$ 21.31	$ 2,770.30
14	3-Season jacket TJ15 Navy blue, Embroidered	Mission Linen	All sizes	100	$ 22.94	$ 2,294.00	Bazaar	All sizes	50	$ 25.81	$ 1,290.50
15	Navy blue quilted vest Red Cap VT22NV, Embroidered	R4	S-XL	300	$ 18.79	$ 5,637.00	Bazaar	S-XL	110	$ 20.22	$ 2,224.20
15	Navy blue quilted vest Red Cap VT22NV, Embroidered	R4	2XL-5XL	0	No bid	$ -	Bazaar	2XL-5XL	10	$ 24.27	$ 242.70
18	Blue chambray shirt, western, Red Cap SC14LB, Long Sleeve, Embroidered	R4	S-XL	800	$ 14.35	$ 11,480.00	Bazaar	S-2XL	965	$ 14.04	$ 13,548.60
18	Blue chambray shirt, western, Red Cap SC14LB, Long Sleeve, Embroidered	R4	2XL-3XL	0	$ 18.73	$ -	Bazaar	3XL	10	$ 15.41	$ 154.10
18	Blue chambray shirt, western, Red Cap SC14LB, Long Sleeve, Embroidered	R4	4XL	0	$ 35.22	$ -	Bazaar	4XL	0	N/A	$ -
10	Pant, Dickie denim, loose fit, Dickie CR393RNB	Bazaar	30-44	1500	$ 11.89	$ 17,835.00	Bazaar	30-44	965	$ 15.21	$ 14,677.65
10	Pant, Dickie denim, loose fit, Dickie CR393RNB	Bazaar	46-50	0	$ 12.89	$ -	Bazaar	46-50	5	$ 16.77	$ 83.85
9	T-shirt, gray L/S, ESD Logo imprint on front left side	Bazaar	M-XL	1400	$ 4.24	$ 5,936.00	Bazaar	M-XL	579	$ 6.63	$ 3,838.77
9	T-shirt, gray L/S, ESD Logo imprint on front left side	Bazaar	2XL	0	$ 5.29	$ -	Bazaar	2XL	25	$ 8.68	$ 217.00
9	T-shirt, gray L/S, ESD Logo imprint on front left side	Bazaar	3XL	0	$ 5.79	$ -	Bazaar	3XL	25	$ 8.68	$ 217.00
3	Navy blue slash pocket jacket, Dickie JT-15, Embroidered	R4	S-XL	100	$ 18.59	$ 1,859.00	Bazaar	S-XL	96	$ 25.81	$ 2,477.76
3	Navy blue slash pocket jacket, Dickie JT-15, Embroidered	R4	2XL-4XL	0	No bid	$ -	Bazaar	2XL-4XL	0	$ 26.81	$ -
New	Cargo Pant, flat front, Edwards 2575 & 8573, Size up to Men's 42 and Women's 20W (Limit 5)	New item		0	N/A	$ -	Bazaar	28-42 & 0-20W	185	$ 19.61	$ 3,627.85
	Cargo Pant, flat front, Edwards 2575 & 8573 Size Men's 44 and up and Women's 22W and up (Limit 5)	New item		0	N/A	$ -	Bazaar	44 & up, 22W & up	5	$ 27.70	$ 138.50
13	Shop Apron, Denim, Dickie AC20	Mission Linen	One size	500	$ 4.77	$ 2,385.00	Bazaar	One size	193	$ 9.36	$ 1,806.48
4	Coverall, Insulated, Blue, Dickie TV261, with sleeve patch	Uniforms of Texas	All sizes	30	$ 36.95	$ 1,108.50	Bazaar	S-2XL	21	$ 48.75	$ 1,023.75
4	Coverall, Insulated, Blue, Dickie TV261, with sleeve patch	Uniforms of Texas		0	N/A	$ -	Bazaar	3XL	0	$ 53.63	$ -
16	Pant, Dickie denim, Dickie 874	Uniforms of Texas	Sizes 28-44	400	$ 13.50	$ 5,400.00	Bazaar	Sizes 28-44	0	$ 17.23	$ -
16	Pant, Dickie denim, Dickie 874	Uniforms of Texas	Sizes 46-50	0	No bid	$ -	Bazaar	Sizes 46-50	0	$ 18.98	$ -
2	Cap, with sleeve patch	Orient Arts / The Unisource	One size	600	$ 1.80	$ 1,080.00	Orient Arts / The Unisource	One size	400	$ 1.80	$ 720.00
8	"Manager" Oxford shoes, casual, dress style steel toe, premium easy care leather upper	Promotional Designs, Inc.	All sizes	30	$ 35.99	$ 1,079.70			0	N/A	$ -
5	Boot, Western work, 13" cowhide, double H 2307	Bazaar	All sizes	30	$ 88.99	$ 2,669.70			0	N/A	$ -
6	Tennis shoe, Black sport/work style, safety toe, Converse C1550	Bazaar	All sizes	200	$ 58.99	$ 11,798.00			0	N/A	$ -
		Company - Contract 2006-053-C1									
1	Edwards Easy care Poplin shirt, French Blue Long Sleeve, Embroidered	Bazaar	S-5XL	140	$ 14.99	$ 2,098.60	Bazaar	S-5XL	187	14.78	$ 2,763.86
1	Edwards Easy care Poplin shirt, French Blue Short Sleeve, Embroidered	Bazaar	S-5XL	140	$ 14.09	$ 1,972.60	Bazaar	S-5XL	177	14.78	$ 2,616.06
			Annual estimated expense FY09			**$ 97,646.70**		**Annual estimated expense FY10**			**$ 55,775.79**

CITY OF EL PASO

Environmental Services Department

Uniforms

		FY09					FY10				
Item #	Item Description	Company - Contract 2006-053-C1	Size	Quantity	Unit Price	Total Price	Company	Size	Quantity	Unit Price	Total Price
5	Safety Boots, 6" Iron Age, #232 or equal	Bazaar	All Sizes	200	$ 46.99	$ 9,398.00	Bazaar	All Sizes	323	44.95	$ 14,518.85
5	Safety Boots, 6" Iron Age, #735	Bazaar	All Sizes	200	$ 49.99	$ 9,998.00	Bazaar	All Sizes	0	N/A	$ -
5	Safety Boots, 6" Iron Age, #740	Bazaar	All Sizes	140	$ 47.99	$ 6,718.60	Bazaar	All Sizes	0	N/A	$ -
			Annual estimated expense FY09			$ 26,114.60		Annual estimated expense FY10			$ 14,518.85