

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

DEPARTMENT: Purchasing & Strategic Sourcing Department

AGENDA DATE: October 8, 2013

CONTACT PERSON/PHONE: Veronica Campbell, Senior Purchasing Agent
Bruce D. Collins, Purchasing Manager, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2010-258 Newspaper Legal Notices with Texas New Mexico Newspaper Partnership dba El Paso Times, El Paso, TX and Investor Publications, Inc. dba El Paso Inc., El Paso, TX. for two (2) additional years pursuant to the provisions of an award approved by the City Council on October 26, 2010. The extended contract period will be from October 27, 2013 to October 26, 2015. Estimated annual amount \$225,000.00 per year, (Extended 2 years) Initial Term Estimated Award \$450,000.00.

BACKGROUND / DISCUSSION:

The Purchasing & Strategic Sourcing Department is recommending the extension of the above contract. The contract will be to provide publication services for statutorily required legal notices in a timely manner (i.e., daily/weekly) for the City of El Paso. The estimated cost will be \$225,000.00 per year and for the (2) two years extension total estimated amount will be \$450,000.00. Local businesses are being supported.

SELECTION SUMMARY:

N/A

PRIOR COUNCIL ACTION:

Yes. City Council previously awarded Contract 2010-258 Newspaper Legal Notices with Texas New Mexico Newspaper Partnership dba El Paso Times, El Paso, TX and Investor Publications, Inc. dba El Paso Inc., El Paso, TX.

AMOUNT AND SOURCE OF FUNDING:

Purchasing & Strategic Sourcing Department
Fund/Division: /Dept: /Acct: Various

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD: _____
Name Signature

Date

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

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

Please place the following item on the REGULAR agenda for the Council Meeting of OCTOBER 8, 2013.

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend Contract No. 2010-258 (Newspaper Legal Notices) to Texas New Mexico Newspaper Partnership dba El Paso Times and Investor Publications, Inc. dba El Paso Inc (2) additional years pursuant to the provisions of an award approved by the City Council on October 26, 2010. The extended contract period will be from October 27, 2013 through October 26, 2015. The estimated cost will be \$225,000.00 per year and for the (2) two years extension total estimated amount will be \$450,000.00.

Department:	Purchasing & Strategic Sourcing Department
Award to: Vendor 1	Texas New Mexico Newspaper Partnership dba El Paso Times El Paso, TX
Items:	All
Initial Term:	3 years
Option to Extend:	2 years

Award to: Vendor 2	Investor Publications, Inc. dba El Paso Inc. El Paso, TX
Items:	All
Initial Term:	3 years
Option to Extend:	2 years

Annual Estimated Award:	\$225,000.00
Initial Term Estimated Award:	\$675,000.00 (3 years)
Total Estimated Award:	\$1,125,000.00 (5 years)
Funding Source:	Various
Districts:	All

This is an indefinite quantity 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.

MOTION
OCTOBER 26, 2010

Motion made by Representative Ortega, seconded by Representative Byrd, and unanimously carried to **AWARD AS REVISED** Solicitation No. 2010-258 (Newspaper Legal Notices) to Texas New Mexico Newspaper Partnership dba El Paso Times and Investor Publications, Inc. dba El Paso Inc. for an initial term estimated award of \$675,000, and require that we use the cheapest legal alternative that is available to us.

Department:	Financial Services
Award to: Vendor 1	Texas New Mexico Newspaper Partnership dba El Paso Times El Paso, TX
Items:	All
Initial Term:	3 years
Option to Extend:	2 years
Award to: Vendor2	Investor Publications, Inc. dba El Paso Inc. El Paso, TX
Items:	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$225,000
Initial Term Estimated Award:	\$675,000 (3 years)
Total Estimated Award:	\$1,125,000 (5 years)
Funding Source:	Various

This is an indefinite quantity 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 Financial Services - Purchasing Division recommends that Paso Del Norte Publishing, Inc. dba El Diario de El Paso, El Paso, TX be disqualified as non-responsive because they are not entered as second-class postal matter (Texas Government Code, Chapter 2051, Section 2051.044) in El Paso County, Texas and award as indicated to Texas New Mexico Newspaper Partnership dba El Paso Times and Investor Publications, Inc. dba El Paso Inc.

Richarda Duffy Momsen, City Clerk



Seven (7) Factor Option Memo

To: Purchasing & Strategic Sourcing Department

From: Veronica Campbell, Senior Purchasing Agent

Authorized Signature

Subject: Seven (7) Factor Option

Date: September 25, 2013

Re: Contract No. 2010-258 Newspaper Legal Notices

Purchasing & Strategic Sourcing Department recommends authorizing the Option to Extend Contract No. 2010-258 Newspaper Legal Notices for 2 years for providing publication services for statutorily required legal notices in a timely matter for the City of El Paso. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

YES, funds are available for this service under various funds Purchasing & Strategic Sourcing Department.

2. Does the Requirement covered by this option fill an existing need of the City?

YES, to provide publication services for statutorily required legal notices in a timely manner (i.e., daily/weekly) for the City of El Paso.

3. Is the option price better than the current available market price?

YES

4. Is the time between the date the contract was awarded and the date the option to extend is exercised so short that the market indicates the option is the lowest price obtainable through competition or the most advantageous offer?

N/A

5. Does the attached Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better? YES

6. Is the vendor currently under debarred status as per System for Award Management (SAM) www.sam.gov? NO

7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form? NO

Mayor
Oscar Leeser

City Council

District 1
Ann Morgan Lilly

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Joyce A. Wilson