

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

DEPARTMENT: Aviation (El Paso International Airport)
AGENDA DATE: October 23, 2012
CONTACT PERSON/PHONE: Monica Lombraña, A.A.E. Director of Aviation, 780-4793
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 of the Financial Services Department, Purchasing Division be authorized to issue a purchase order to C&M Golf and Grounds Equipment a contractor under Texas Association of School Boards (BuyBoard) Cooperative Purchasing Contract No.373-11 for the purchase of fifty (50) 2012 model EZGO TXT-E Electric Golf Carts for the Butterfield Trail Golf Course. The total amount is \$139,755.36 after a trade-in allowance of \$60,000. Reference No. 2013-040.

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?

Department of Aviation received three quotes and C&M Golf and Grounds Equipment was the low bid. Golf Carts are required, and the rental fee is included within the green fee. The existing golf cart fleet is over five (5) years old and has reached its useful life

SELECTION SUMMARY:

N/A

PRIOR COUNCIL ACTION:

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

The participation by the City of El Paso in the Texas Association of School Boards (BuyBoard) Cooperative Purchasing Program Contract was approved by Mayor and City Council on August 21, 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?

\$139,755.36 from account	562	62410	53303	3000
	Dept	Division	Account	Fund

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

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

DEPARTMENT HEAD: _____

Name

Monica Lombraña

Signature

10/23/12

Date

**COUNCIL PROJECT FORM
(COOPERATIVE PURCHASING)**

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

Please place the following item on the CONSENT agenda for the Council Meeting of OCTOBER 23, 2012.

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Order to C&M Golf and Grounds Equipment, a contractor under TASB (Texas Association of School Boards) BuyBoard Contract No. 373-11 (Grounds Equipment, Irrigation Parts, Supplies & Installation) for fifty (50) EZGO TXT-E Electric Golf Carts. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the TASB (Texas Association of School Boards) BuyBoard Cooperative Purchasing Program was approved by Mayor and City Council on August 21, 2007.

Department:	Aviation (El Paso International Airport)
Award to:	C&M Golf and Grounds Equipment Waco, Texas
Estimated Award:	\$139,755.36
Total Estimated Award:	\$139,755.36 (for 50 carts)
Account No.:	562-62410-533030-3000
Funding Source:	Other Equipment – Airport Operations
District(s):	All
Reference No.:	2013-040

This is a Cooperative, unit price contract.

Dedicated to Outstanding Customer Service for a Better Community

S E R V I C E S O L U T I O N S S U C C E S S

October 1, 2012

To: Bruce D. Collins, Purchasing Manager

From: Monica Lombrana, Director of Aviation

Signature: 

Re: 2013-040 Electric Golf Carts – BuyBoard Contract No. 373-11

The El Paso International Airport recommends the purchase of fifty (50) EZGO Golf Carts, from C&M Golf and Grounds Equipment on behalf of Butterfield Trail Golf Club. 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. The existing golf cart fleet is over five (5) years old, and has reached the end of its useful life, and golf carts rental/use is required, and included as a part of the green fee..

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

Yes. The golf club is maintaining a group of thirty (30) EZGO Golf Carts out of the original purchase of eighty (80) golf Carts five (5) years ago when the club first opened..

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

There are no local businesses that provide the required golf carts; an internet search was made for local vendors and no vendor was found that carried the required product.

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

Yes. C&M Golf and Grounds Equipment provided the existing golf cart fleet

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 participation by the City of El Paso in the Texas Procurement and Support Services, State Contracts Program (Texas Association of School Boards - BuyBoard) was approved by Mayor and City Council on August 21, 2007.



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John F. Cook

City Council

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District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



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Texas Comptroller