

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

**DEPARTMENT:** Aviation

**AGENDA DATE:** November 3, 2009

**CONTACT PERSON NAME AND PHONE NUMBER:** Monica Lombrafia, Director of Aviation – 780-4793;  
Terrence Freiburg, Purchasing Manager; 541-4308

**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, Financial Services Department, Purchasing Division, be authorized to issue purchase orders referencing Dale Boren's Service Supply, Inc., El Paso Bolt & Screw, Inc. and Ewing Irrigation under the Region 19 Purchasing Cooperative Contract 08-6131, for plumbing, irrigation and hardware supplies and services as the need arises in the estimated amount of \$40,000; Johnstone Supply for air conditioning equipment & supplies as the need arises in the estimated amount of \$15,000 and American Refrigeration for air conditioning equipment & supplies as the need arises in the estimated amount of \$20,000 This is in addition to a previous purchase issued to Dale Boren's Service Supply, Inc. in an approximate amount of \$30,000. Total expenditures are \$105,000.

Participation by the City of El Paso in the Region 19 Purchasing Cooperative Program was approved by City Council on March 4, 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?

**PRIOR COUNCIL ACTION:**

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

Yes, Previously approved Purchase Order to Dale Boren's Service Supply in an approximate amount of \$30,000.00.  
Participation by the City of El Paso in the Region 19 Purchasing Cooperative Program was approved by City Council on March 4, 2008.

**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?

El Paso Bolt – Dept 62620003, Acct 503121 Fund 40101  
Ewing Irrigation – Dept 62620003 Acct 503121 Fund 40101  
American Refrigeration – Dept 62620003 Acct 503121 Fund 40101  
Johnstone Supply – Dept 62620003 Acct 503121 Fund 40101

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

PROJECT FORM

DATE: October 22, 2009

PROJECT: Region 19 Purchasing Cooperative  
DEPARTMENT: Aviation  
BUDGET NO: 62620003-503121-40101  
FUNDING SOURCE: Airport Cost Centers  
REPRESENTATIVE DISTRICT(S): All

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Request that the Purchasing Manager, Financial Services Department, Purchasing Division, be authorized to issue purchase orders referencing El Paso Bolt & Screw, Inc. (\$20,000), Johnstone Supply (\$15,000), Ewing Irrigation (\$20,000) and American Refrigeration Supplies, Inc. (\$20,000) under the Region 19 Purchasing Cooperative Contract 08-6131, for plumbing, HVAC parts and supplies, irrigation and hardware supplies and services as the need arises in the estimated amount of \$75,000. This is in addition to a previous purchase issued to Dale Boren's Service Supply, Inc. in an approximate amount of \$30,000. Total expenditures are \$105,000.

Participation by the City of El Paso in the Region 19 Purchasing Cooperative Program was approved by City Council on March 4, 2008.

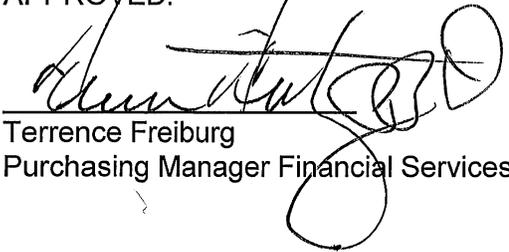
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COUNCIL APPROVED  REJECTED  MUNICIPAL CLERK \_\_\_\_\_

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APPROVED:

COUNCIL MEETING DATE: November 3, 2009

  
\_\_\_\_\_  
Terrence Freiburg

Purchasing Manager Financial Services Department, Purchasing Division

*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**



DATE: October 16, 2009  
TO: Terry Freiburg, Purchasing Manager  
FROM: Monica Lombraña, Director of Aviation *ML*  
SUBJECT: Purchase of Hardware, Irrigation and HVAC Supplies

The Department of Aviation purchases hardware, irrigation parts and supplies and HVAC parts and supplies to maintain the airport facilities. Region 19 has completed the bidding process and awarded contracts to El Paso Bolt & Screw, Ewing Irrigation, American Refrigeration and Johnstone Supply. It is to the advantage for the City of El Paso to utilize these contracts so as not to duplicate the time and efforts of the bidding process. Participation by the City of El Paso in the Region 19 Purchasing Cooperative Program was approved by City Council on March 4, 2008.

The estimated expenditure is \$105,000.00 through the Region 19 Purchasing Cooperative Program Contract 08-6131

Aviation Operating funds are available in 62620003 - 503121 - 40101

Mayor  
John F. Cook

City Council

*District 1*  
Ann Morgan Lilly

*District 2*  
Susannah M. Byrd

*District 3*  
Emma Acosta

*District 4*  
Mellna Castro

*District 5*  
Rachel Quintana

*District 6*  
Eddie Holguin Jr.

*District 7*  
Steve Ortega

*District 8*  
Beto O'Rourke

City Manager  
Joyce A. Wilson



**EL PASO INTERNATIONAL AIRPORT**

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



To: Terrence Freiburg, Purchasing Manager  
Mary Jane Lopez, Procurement Analyst

From: Monica Lombraña, Director of Aviation

  
Authorized Signature

Date: October 16, 2009

Re: REGION 19 PURCHASING COOPERATIVE CONTRACT 08-6131

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The Department of Aviation recommends utilizing REGION 19 PURCHASING COOPERATIVE CONTRACT NUMBER 08-6131, for plumbing, irrigation and hardware supplies and services. The airport is in need of the supplies and services provided by this contract. 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?*

No.

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

Yes.

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

Yes. El Paso Bolt, Ewing Irrigation, American Refrigeration & Johnstone Supply are local businesses.

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

Yes. El Paso Bolt, Ewing Irrigation, American Refrigeration & Johnstone Supply have done business in the past with the City of El Paso.

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?*

Yes. Pricing and products through Region 19 are similar.

The participation by the City of El Paso in the Region 19 Purchasing Cooperative Program was approved by Mayor and City Council on March 4, 2008.