

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

DEPARTMENT: International Bridges
AGENDA DATE: November 13, 2012
CONTACT PERSON/PHONE: SAID LARBI-CHERIF, P.E., INTERNATIONAL BRIDGES DEPT., 533-7428
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313
DISTRICT(S) AFFECTED: ALL

SUBJECT:

International Bridges Department recommends that the two (2) year extension option with Ruiz Protective Service, Inc., Contract No. 2010-067 for security guard services, be exercised.

BACKGROUND / DISCUSSION:

International Bridges Department has reviewed contract 2010-067 with Ruiz Protective Service, Inc. and the performance of the company and recommends that the contract extension option be exercised for an additional two years prior to the expiration of the original term at the same unit price of \$10.12 per hour. The estimated contract annual amount is \$487,581.60 for a two year total of \$975,163.20. The City of El Paso awarded the guard services contract at International Bridges Department to Ruiz Protective Services, Inc. for 36 months starting on February 16, 2010.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and; (iv) vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

PRIOR COUNCIL ACTION:

The City of El Paso awarded the Best Value contract for the security guard services for the International Bridges Department to Ruiz Protective Services, Inc. for 36 months starting on February 16, 2010 with the option of a two year extension.

AMOUNT AND SOURCE OF FUNDING:

Source of Funding: International Bridges Operations Fund
Account: 522120 – Security Contracts
Department: 564 – International Bridges
Fund: 3300 – International Bridges
Division: 64830 – International Bridges Operations

BOARD / COMMISSION ACTION:

To approve the two (2) year extension of contract 2010-067 between the International bridges department and Ruiz Protective Service, Inc.

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

DEPARTMENT HEAD:

Said Larbi-Cherif
Name


Signature

10/10/12
Date

**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 **November 13, 2012**

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to exercise the City's option to extend current Contract 2010-067 Security Guard Services with Ruiz Protective Service, Inc. for two (2) additional years pursuant to the provisions of an award approved by the City Council on February 6, 2010. The extended contract period will be from April 1, 2013 to March 31, 2015.

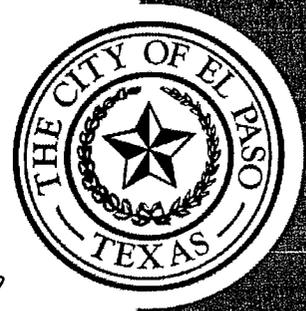
Department:	International Bridges
Award to:	Ruiz Protective Service El Paso, TX
Option:	None
Annual Estimated Amount:	\$487,581.60
Total Estimated Amount:	\$975,163.20
Account No.:	564-64830-522120-3300
Funding Source:	Security Contract – International Bridges
District(s):	All

This is a Best Value, Service Contract.

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

Dedicated to Outstanding Customer Service for a Better Community

SERVICE SOLUTIONS SUCCESS



To: Financial Services – Purchasing Division
From: Said Larbi-Cherif
International Bridges Director
Subject: Seven (7) Factor Option Memo
Date: October 10, 2012
Re: Solicitation No. 2010-067, Security Guard Services


Authorized Signature

International Bridges recommends authorizing the Option to Extend Security Guard Services for 2 years to provide security services at Zaragoza, Stanton and Paso Del Norte toll Plazas. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes

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

Yes

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

Yes

4. Is the time between award of the contract and exercising the option so short that the market indicates the option is the lowest price obtainable through competition or most advantageous offer?

Yes

5. Is the attached Vendor Performance form show the vendors' performance to be "7-8" or higher?

Yes

6. Is the vendor currently under debarred status as per Excluded Parties List System (EPLS) at www.epls.gov/?

No, see Excluded Parties List attached.

7. Is the proposed vendor indebted to the City for any amount as documented through the City's Indebtedness Verification Form?

No, see Indebtedness Verification Form attached.

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
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



VENDOR PERFORMANCE REPORT

CONTRACT NUMBER AND TITLE

COMPANY CONTACT INFORMATION

COMPANY/OWNER'S NAME	Ruiz Protective Service, Inc. / Alberto Campos		
COMPANY ADDRESS	5530 E. Paisano El Paso, TX 79905		
POINT OF CONTACT E-MAIL ADDRESS	ac@ruizserviceo.com		
PHONE/FAX NUMBERS	PHONE	915-613-3876	FAX
			915-613-3884
CONTRACT AMOUNT (\$)	\$1,762,716		
% COMPLETED / COMPLETED	90%		
ESTIMATED COMPLETION DATE	03/31/2013		

TECHNICAL PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-+)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Completion of major tasks/ milestones/ deliverables on schedule.		X					
Responsiveness to changes in technical direction.		X					
Ability to identify risk factors and alternatives for alleviating risk.			X				
Ability to identify and solve problems expeditiously.		X					
Ability to deliver goods or services accordance with specification		X					
Ability to employ standard tools/methods.							N/A

MANAGEMENT PERFORMANCE

FACTORS/RATINGS	"PLUS" (11-+)	"EXCELLENT" (9-10)	"GOOD" (7-8)	"FAIR" (5-6)	"POOR" (3-4)	"UNSATISFACTORY" (0-2)	NOT APPLICABLE (N/A)
Overall communication with staff.		X					
Effectiveness and reliability of Contractor's Key Personnel		X					
Ability to recruit and maintain qualified personnel.		X					
Ability to manage multiple and diverse projects/tasks from planning through execution.							N/A
Ability to effectively manage subcontractors.							N/A
Ability to accurately estimate and control cost to complete tasks.							N/A
Overall performance in planning, scheduling, and monitoring.							N/A
Ability to resolve problems			X				
Use of management tools (e.g. cost/schedule, task management tools).							N/A

CONTRACT ADMINISTRATION

FACTORS/RATINGS	YES	NO
Was the project completed on schedule? If not, how late was it: ___ < 30 days; ___ < 60 days; ___ < 90 days; ___ > 90 days	X	
Did the contractor submit unnecessary Change Order requests?		X
Were contractor proposals for Change Orders reasonably priced?		N/A
Were there any claims?		X
Compliance with labor laws	X	
Compliance with safety requirements	X	
Given a choice, would you do business with this contractor again?	X	

Report completed by: Sandra Limón

Phone: 915-533-7128 x 13

Department Director: Said Larbi-Cherif

Phone: 915-533-7128 x 12

**MOTION
FEBRUARY 16, 2010**

Motion made by Representative Quintana, seconded by Representative Byrd, and unanimously carried to **AWARD** Solicitation No. 2010-067 (Security Guard Services – International Bridges) to Ruiz Protective Services, Inc. for a total estimated amount of \$1,462,746.

Department:	International Bridges Department
Award to:	Ruiz Protective Services, Inc. El Paso, Texas
Items:	All
Option:	Two years
Estimated Annual Amount:	\$487,582
Funding Source:	Security Contracts
Total Estimated Award:	\$1,462,746

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 International Bridges Department recommend award as indicated to the vendor offering the best value bid.

Richarda Duffy Momsen, City Clerk