

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

DEPARTMENT: AIRPORT AND INFORMATION TECHNOLOGY

AGENDA DATE: NOVEMBER 29, 2011

CONTACT PERSON/PHONE: Monica Lombraña, Director of Aviation, (915)780-4724
Miguel Gamino, Information Technology Director, (915) 541-4746
Bruce D. Collins, Purchasing Manager, (915) 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Manager for Financial Services, Purchasing Division to be authorized to issue a Purchase Order(s) to Sigma Solutions, Inc., a Department of Information Resources (DIR) vendor under Contract DIR-SDD-1385 for Wi-Fi components.

BACKGROUND / DISCUSSION:

The Information Technology Department is recommending the award of the above. Sigma is a Department of Information Resources (DIR) vendor under Contract DIR-SDD-1385. The purchase is for Wi-Fi components, Wireless Access Points, Switches along with SmartNet. The project is to provide free Wi-Fi at the El Paso International Airport and the project timeline is to address a peak season for travelers and promote Goodwill for the City of El Paso.

Sigma is a distributor of the components with the ability to timely provide the components needed within the project time table.

SELECTION SUMMARY:

This cooperative contract was awarded from the Department of Information Resources (DIR).

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:

Department: Airport
Amount: \$29,765.80
Funds Available: 62620028-508027-41077-PAP0037
Funds Source: Passenger Terminal

BOARD / COMMISSION ACTION: N/A

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

DEPARTMENT HEAD: _____

Name

Signature

Date

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

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

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **NOVEMBER 29, 2011**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Sigma Solutions, Inc. a contractor under Department of Information Resources (DIR) Contract # DIR-SDD-1385 (Networking Equipment), for Wi-Fi components, wireless access points, switches, along with SmartNet. 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 Department of Information Resources (DIR) was approved by Mayor and City Council on February 27, 2007.

Departments:	Aviation and Information Technology
Award to:	Sigma Solutions, Inc. San Antonio, Texas
Annual Estimated Amount:	\$29,765.80
Total Estimated Award:	\$29,765.80
Account No.:	62620028 – 508027 – 41077 – PAP0037
Funding Source:	Passenger Terminal M – Construction (CWIP)
District(s):	All
Reference No.:	2012-089

This is a Cooperative, unit price contract.

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SERVICE SOLUTIONS SUCCESS



To: Bruce Collins, Financial Services
Purchasing Manager

From: Miguel A. Gamifio Jr., Director
Information Technology

Monica Lombrana, Aviation Director
Information Technology

Authorized Signature

Authorized Signature

Date: November 16, 2011

Re: Texas Department of Information Resources, Contract DIR-SDD-1385

The Information Technology Department and the Airport recommend purchasing Wi-Fi components, Wireless Access Points, Switches along with SmartNet.

The purpose of this purchase is to

1. *Is there an urgent need for the product/service? In other words, is time of the essence?*

Yes, this components being purchased are needed for the IT infrastructure needed to provide free Wi-Fi at the El Paso International Airport and address a peak season for travelers and promote Goodwill for the City.

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

Yes, the standardization will allow for the Wi-Fi wireless management tool to be utilized.

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

No, Sigma is the distributor of the components which are needed to enhance the standardization of equipment and allow for more utilization of the tools being provided by the infrastructure installed within the project time constraints.

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

Yes, the vendor has been providing the service to the City.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susan Byrd

District 3
Emma Acosta

District 4
Carl Robinson

District 5
Dr. Michael R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Gormay Gault-Willard

City Manager
Joyce A. Wilson



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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, the prices were reviewed and determined to be reasonable and have been established through the States DIR contract services.

The participation by the City of El Paso in the Texas Department of Information Resources were approved by Mayor and City Council on February 27, 2007. The standard factors used to determine the use of a Cooperative Purchasing program were approved by City Council on June 24, 2008.

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District 7
Steve Ortega

District 8
Corney Carlisle Milano

City Manager
Joyce A. Wilson

