

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

DEPARTMENT: Fire Department/Office of Emergency Management

AGENDA DATE: December 15, 2009

CONTACT PERSON NAME AND PHONE NUMBER: Chief Ralph Johnson, Emergency Management Coordinator / 838-3263

Terrence Freiburg, 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.

That the Purchasing Manager be authorized to issue a Purchase Order (s) to Visual Innovations Company, Inc. in the estimated amount of \$391,230.90, utilizing TXMAS contract TXMAS-4-581010 (Professional Audio/Video, Telecommunications and Security Solutions) for the purchase and installation of new Audio/Video System Equipment along with upgrades to existing software tools, in order to improve the current IT system at the El Paso Fire Department Emergency Operations Center.

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?

The requested technology related materials and services are for the Emergency Operations Center (EOC) located at 200 N. Kansas. If approved, the installation will be conducted according to the scope of work detailed in the attached bid. Past activations of the EOC have demonstrated a need for improved technology and information systems in order to facilitate the management of major emergencies. The proposed equipment will allow a more user friendly and technologically advanced EOC for usage in times of community wide disasters. It will help expedite the information gathering and dissemination process that is critical to the City's emergency preparedness, planning and response. By approving the purchase of the equipment identified in the attached bid from Visual Innovations, Inc. the City will be providing those tasked with managing a major emergency the technology tools needed to manage the incident more effectively.

PRIOR COUNCIL ACTION:

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

N/A

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?

Amount: \$391,230.90 Fund: 07185; Dept ID: 22150024; Account: 508035; Project: G220807

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

09 DEC -8 AM 10:39
CITY CLERK DEPT.

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

DEPARTMENT HEAD:



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

Information copy to appropriate Deputy City Manager

**FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION
PROJECT FORM**

DATE: November 30, 2009
TO: Municipal Clerk
FROM: Terrence Freiburg
Purchasing Manager, ext. 4313

Please place the following item on the **CONSENT** Agenda for the Council Meeting of **December 15, 2009**.

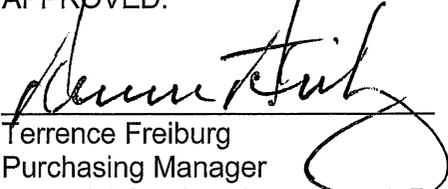
Item should read as follows:

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Order (s) to Visual Innovations Company, Inc. under the State's TXMAS Contract for Audio/Video System Equipment and upgrade the existing software tools at the El Paso Fire Department Emergency Operations Center for the total estimated amount of \$391,230.90. The participation by the City of El Paso in the TPASS Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007.

Department: Fire
Total Amount: \$391,230.90
Account No: 22150024-07185-508035-G220807
Funding Sources: UASI-Enhance Emergency Operation Center
District(s): All

COUNCIL APPROVED REJECTED MUNICIPAL CLERK _____

APPROVED: _____ COUNCIL MEETING DATE: December 15, 2009



Terrence Freiburg
Purchasing Manager
Financial Services Department, Purchasing Division

cc: Bid File

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



To: Terrence Freiburg, Purchasing Manager
From: Chief Ralph Johnson, Emergency Management Coordinator/ 838-3263 *RBJ*
Date: November 23, 2009
Re: Texas Procurement and Support Services (TPASS): use of Texas Multiple Award Schedule (TXMAS) contract TXMAS-4-581010 (Professional Audio/Video, Telecommunications and Security Solutions)

The Fire Department recommends utilizing TXMAS contract TXMAS-4-581010 (Professional Audio/Video, Telecommunications and Security Solutions) to issue a \$391,230.90 Purchase Order to Visual Innovations Company, Inc. for the purchase of Audio/Video System Equipment along with upgrades to existing software tools in order to improve the current IT system at the El Paso Fire Department Emergency Operations Center. 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. This project is grant funded and there are strict timelines for procurement. The purchase order request must be completed by December 30, 2009 and the installation and operational readiness must be completed by February 28, 2010.
- 2. Does the purchase through the Program promote the standardization of equipment?**
Yes. This project was designed with the intent of standardizing operations in the Emergency Operations Center. This will allow all members operating out of the EOC access to the same IT equipment, connections, and communications capabilities. This standardization will allow more flexibility when assigning positions and making needed organizational adjustments during emergency activations.
- 3. Does the purchase through the Program support local business? If not, is there a comparable product/service available locally?**
Yes. Visual Innovations Company has an El Paso office. The point of contact for the project is Matt Stopani and their office is located at 4717 Osborne Suite 100.
- 4. Do the available vendors have prior work experience and/or familiarity with the City?**
The company does have a registered vendor number with the City; however, there is no history of work experience with this company. There are no PO's, requisitions or vouchers on file with City Purchasing.
- 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 pricing is reasonable and was obtained under the TXMAS contract guidance. The cost for this project if it were not under the TXMAS guidelines would be approximately \$414,000.

The participation by the City of El Paso in the Texas Procurement and Support Services (TPASS) was 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.

CITY CLERK DEPT.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Melina Castro

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson



Susan Combs Texas Comptroller of Public Accounts

Search TXMAS Contracts:

Search

Rebates: Pursuant to Texas Government Code § 2155.510(b), rebates generated from TXMAS contract purchases made using federal funds must be reported to the federal funding agency for reporting and reconciliation purchases. Each quarter of the State's fiscal year, TXMAS contractors rebate .75% of their TXMAS sales to the State of Texas via the Texas Comptroller of Public Accounts (CPA). It is the purchasing entity's responsibility to report the amount of rebate using the above percent based on the total dollar value of the TXMAS purchase order.

Example: A purchasing entity receives and uses federal funds of \$50,000 to purchase items/services on a TXMAS contract. The purchasing entity must report to the federal fund-provider that a sales rebate of \$375 (\$50,000 * .75% = \$375) will be paid to the State of Texas by the TXMAS contractor.



VISUAL INNOVATIONS COMPANY, INC.
Contract TXMAS-4-581010

On-Line Catalog/Order Processing

PROFESSIONAL AUDIO/VIDEO, TELECOMMUNICATIONS AND SECURITY SOLUTIONS

Corporate Office:
 VISUAL INNOVATIONS
 COMPANY, INC.
 8500 SHOAL CREEK BLVD.,
 BLDG. 1
 AUSTIN TX 78757
 USA

Delivery: 30 DAYS ARO

FOB Point: ORIGIN; FREIGHT PREPAID AND
 ADDED TO INVOICE

Terms: NET 30 DAYS

Send PO to:
 VISUAL INNOVATIONS
 COMPANY, INC.
 8500 SHOAL CREEK BLVD.,
 BLDG. 1
 AUSTIN TX
 USA
 Vendor ID: 17427174630

Remit To: VISUAL INNOVATIONS COMPANY,
 INC.
 8500 SHOAL CREEK BLVD., BLDG. 1
 AUSTIN TX
 USA
 Vendor ID:

Vendor ID: 17427174630

Business
 Type: Small

Invoice From:
 VISUAL INNOVATIONS
 COMPANY, INC.
 8500 SHOAL CREEK BLVD.,
 BLDG. 1
 AUSTIN TX
 USA
 Vendor ID:

DUNS #: 803637875

Effective: 10/24/2003
 Expires: 7/7/2012

CONTACT:

MAYO DELEON
 Phone 512-334-1100

mayo_deleon@vicav.com

Effective Date: This Texas Multiple Award Schedule (TXMAS) contract is effective beginning 10/24/2003 through 7/7/2012 and is automatically renewed on the date that the General Services Administration (GSA) exercises the renewal option. All State of Texas terms and conditions will continue and apply to all renewal periods by mutual agreement. The contractor has certified that the prices reflected in the contractor's catalog are the same as the prices contained in the most current modification to GSA Contract No. GS-03F-0019M.

Placement of Orders: Purchasing entities must use both the instructions on the contractor's web page and the terms and conditions in the federal supply schedule to place orders. Purchasing entities may use either a departmental purchase order or the contractor's on-line ordering system to place orders. Purchasing entities may opt out of using the contractor's on-line ordering system if it is incompatible with the entity's purchasing procedures. The contractor is not required to accept orders below the minimum listed below. Orders between the minimum and maximum listed below are subject to GSA preferred customer pricing. For orders above the maximum, purchasing entities are entitled to negotiate for lower prices than those listed on the on-line federal supply schedule price list.

Order Limitation:

Minimum Order: \$100.00

Maximum Order: \$1,000.00 TO \$50,000.00 DEPENDING ON SIN

Approved Products/Services: Only products or services listed in the CPA approved GSA contract may be purchased from this TXMAS contract, with one exception. Incidental, off-schedule items may be purchased as "best value, open market" items provided that they are necessary for product integration or product completeness. The purchasing entity is responsible for ensuring that the quoted price for such incidental items is fair and reasonable. These incidental items may be added to the TXMAS purchase order if they are clearly labeled as "open market (OM), best value" items.

State Contracts: All Texas Council for Purchasing from People with Disabilities contracts and Texas Correctional Industries (TCI) term contracts take precedence over this TXMAS contract. If similar products or services are listed on this TXMAS contract and a CPA term contract, a determination should be made that will result in a best value purchase.

Payment Due Date: Payment will be due on the thirtieth (30) calendar day after the later of: (a) the date the State actually receives a proper invoice at the office designated in the applicable purchase order to receive it; or (b) the date the State accepts the products or services. The post mark date on the envelope for the State warrant (State's equivalent to a check) or banking information showing when a direct deposit transaction was received will be considered the date payment is made. Interest starts accruing on the first day that payment is late. The rate of interest for late payments is set at one percent per month.

Special Note: The State of Texas, including but not limited to its Agencies, cooperative purchasing members and any local governmental entity authorized by law to use the Texas Multiple Award Schedule method for purchasing is not obligated to procure any products or services from this TXMAS contract. This schedule contract shall not be construed to prevent the State from purchasing products or services using other procurement methods as authorized by law.

Keywords: Video Conference, Audio Conference, Teleconference, Audio Visual, AV, control systems, plasma, LCD, multimedia, projector, projectors, large display, presentation, projection screen, flat LCD TV, plasma TV, audio system, sound system, Polycom, Tandberg, Life Size, Sharp, Panasonic, Crestron, AMX, LG, Samsung, Draper, Da-Lite, Jupiter, Clarity, NEC, digital signage, SCALA, CCTV, Pioneer