

CITY OF EL PASO, TEXAS AGENDA SUMMARY FORM



DEPARTMENT/COUNCIL OFFICE: Purchasing & Strategic Sourcing

AGENDA DATE: April 28, 2026

PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON NAME: K. Nicole Cote, Deputy City Manager

PHONE NUMBER:(915) 212-1082

2nd CONTACT PERSON NAME: Claudia A. Garcia, Purchasing & Strategic Sourcing **PHONE NUMBER:**(915) 212-0043

DISTRICT(S) AFFECTED: All

AGENDA ITEM:

The award of solicitation 2026-0211R Purchasing Assessment Consulting Services to Calyptus Consulting Group, Inc for a term of one (1) year for an estimated amount of \$94,880.00.

Department:	Purchasing & Strategic Sourcing
Award to:	Calyptus Consulting Group, Inc.
City & State:	Cambridge, MA
Item(s):	All
Initial Term:	1 Year
Option Term:	N/A
Total Contract Time:	1 Year
Annual Estimated Award:	\$94,880.00
Initial Term Estimated Award:	\$94,880.00
Option Term Estimated Award:	N/A
Total Estimated Award:	\$94,880.00
Account:	999-1000-99999-544050
Funding Source:	Non-Departmental Contingency General Fund
Districts:	All

This was a Request for Proposals Procurement for a new contract

The Purchasing & Strategic Sourcing department recommend award as indicated to Calyptus Consulting Group, Inc the highest ranked offeror based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

ISSUE STATEMENT:

City Council is asked to approve the award of a new contract for 2026-0211R Purchasing Assessment Consulting Services. This contract will provide assessment consulting services to the Purchasing & Strategic Sourcing Department.

BACKGROUND:

This solicitation was issued following direction from the City Council on November 4, 2025, directing the City Manager to issue a solicitation for a consultant to assess the Purchasing & Strategic Sourcing Department. The consulting firm will conduct a comprehensive assessment of the Purchasing & Strategic Sourcing Department's operations, policies, procedures, performance and organizational structure to report findings and provide recommendations to ensure continued compliance with laws and regulations.

Solicitation was advertised on December 16, 2026 and December 23, 2026. The solicitation was posted on City website on December 15, 2026. There were a total twenty-six (26) viewers online; four (4) proposals were received; one (1) from local supplier.

Contract Variance: Not applicable

No protest received for this requirement.

COUNCIL OPTIONS:

- 1. Award the contract as recommended;
- 2. Deny award if Council determines such action is in the best interest of the City;
- 3. Direct staff to re-solicit the procurement with revised evaluation criteria or policy direction, as permitted by law; or
- 4. Postpone action, pending additional information.

COMMITTEE REVIEW AND/OR RECOMMENDATION:

This item was not reviewed by a City Council committee.

COMMUNITY AND STAKEHOLDER OUTREACH:

A pre-proposal meeting was held on January 7, 2026. Six (6) suppliers were in attendance.

RELATED POLICIES:

- 1. Procurement Sourcing Policy

PRIOR COUNCIL ACTION:

Not Applicable

LEGAL REVIEW:

- Legal counsel reviewed as part of the Council packet
- Legal counsel reviewed in advance of packet as individual item

AMOUNT AND SOURCE OF FUNDING:

Amount: \$94,880.00
 Funding Source: Non-Departmental Contingency General Fund

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.

NAME	AMOUNT (\$)
Form was provided to the applicant	N/A

ATTACHMENTS:

Enter a numerical list of the items included in Packet 1 not including the ASF

- 1. Evaluation Scoresheet
- 2. Tabulation
- 3. View List

FOR MORE INFORMATION:

K. Nicole Cote	915 -212 -1082	CoteKN@elpasotexas.gov
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*****REQUIRED AUTHORIZATION*****

SIGNATURES:



K. Nicole Cote, Deputy City Manager



Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

CITY OF EL PASO RFP SCORESHEET

PROJECT: 2026-0211R Purchasing Assessment Consulting Services

Evaluation of Submittal

	MAX POINTS	Calyptus Consulting Group, Inc Cambridge, MA	MGT Impact Solutions LLC Tampa, FL	Demi Wood LLC dba Giving Ledger Austin, TX	Jesse Tarango dba 915 Gypsy LLC El Paso, TX
Factor A - Price Proposal	35	31.36	23.57	35.00	3.97
Factor B - Experience & Qualifications - Comparable Contracts	24	19.80	19.20	3.20	13.60
Factor C: References	6	1.80	5.20	0.00	4.00
Factor D - Methodology	35	28.58	29.46	7.58	19.54
TOTAL SCORE	100	81.54	77.43	45.78	41.11
		1	2	3	4



City of El Paso Request for Proposals Tabulation

Title: Purchasing Assessment Consulting Services

Solicitation Number: 2026-0211R

Bid Opening: January 28, 2026

Department: City Manager

Offerors Name:	Location:	Amendment(s) Acknowledged:
Jesse Tarango dba 915 Gypsy LLC	El Paso, TX	Yes
Calyptus Consulting Group, Inc	Cambridge, MA	Yes
Demi Woods LLC dba Giving Ledger	Austin, TX	Yes
MGT Impact Solutions, LLC	Tampa, FL	Yes



Solicitation Invites: 899

Local Bids Solicited: 268

Proposals Received: 4

Local Proposals Received: 1

No Bid: 4

**2026-0211R Purchasing Assessment Consulting Services
Viewer's List**

No.	Participant Name	City	State
1	"La LG" Real Estate Group LLC	El Paso	TX
2	AEH Solutions (Amy E. Harmon)	El Paso	TX
3	CEA Group (CEA Engineering Group, Inc.)	El Paso	TX
4	Construction Reporter	Albuquerque	NM
5	El Paso CWI & NDE Inspection Services, LLC	El Paso	TX
6	FOCALPOINT El Paso TX	El Paso	TX
7	GOVGUIDE INC	Arlington	VA
8	GRV Integrated Engineering Solutions LLC	El Paso	TX
9	HNTB Corporation	El Paso	TX
10	IMS Global	College Station	TX
11	Iron S Strategies & Consulting LLC	El Paso	TX
12	Matrix Consulting Group, Ltd.	San Mateo	CA
13	MG Evergreen LLC	El Paso	TX
14	The Interim Firm, LLC	Norfolk	VA
15	Thunderbird Management Consulting, LLC (Dayoub)	El Paso	TX
16	Zilo International Group LLC	Centennial	CO
17	915 Gypsy LLC	El Paso	TX
18	Calyptus Consulting Group, Inc.	Cambridge	MA
19	Demi Woods LLC	Austin	TX
20	MGT Impact Solutions, LLC	Chicago	IL
21	Allometrics Inc.	Webster	TX
22	Crisis Prevention Institute, Inc.	Milwaukee	WI
23	WOFFORD TRUCK PARTS (TE EL PASO,LLC)	El Paso	TX
24	Zeraus Iluminacion	El Paso	TX
25	NORTHRIDGE RESEARCH LLC (NRT Group)	Houston	TX
26	Spectrum Imaging Technologies	El Paso	TX