

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



**DEPARTMENT:** Streets and Maintenance  
Purchasing & Strategic Sourcing  
**AGENDA DATE:** December 17, 2024  
**PUBLIC HEARING DATE:** N/A  
**CONTACT PERSON NAME:** Richard J. Bristol, Streets and Maintenance Director  
K. Nicole Cote, Managing Director  
**PHONE NUMBER:** (915)212-7000  
**PHONE NUMBER:** (915)212-1092  
**DISTRICT(S) AFFECTED:** All  
**STRATEGIC GOAL:** No. 6 - Set the Standard for Sound Governance and Fiscal Management  
**SUBGOAL:** 6.5 – Deliver services timely and effectively with focus on continual improvement

**SUBJECT:**

Discussion and action on the award of solicitation 2024-0584R Real Estate Management (Re-Bid) to CAP Rate Real Estate Group for an initial term of Three (3) years for an estimated amount of \$900,000.00. The award also includes two (2), one (1) year options for an estimated amount of \$600,000.00. The total contract time is for five (5) years for a total estimated amount of \$1,500,000.00.

**BACKGROUND / DISCUSSION:**

This contract will allow for real estate management services needed for real estate transactions.

**COMMUNITY AND STAKEHOLDER OUTREACH:**

A pre-proposal meeting was held on June 26, 2024. Five (5) suppliers were in attendance.

**SELECTION SUMMARY:**

Solicitation was advertised on June 18, 2024 and June 25, 2024. The solicitation was posted on City website on June 18, 2024. There were a total twenty-nine (29) viewers online; three (3) proposals were received; all from local suppliers.

**CONTRACT VARIANCE:**

No variance in comparison to the previous contact awarded for these services due to the same budgeted amount being recommended for award.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$900,000.00

Funding Source: General Fund

Account: 532-1000-521020-32080

**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	

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

DEPARTMENT HEAD:



Richard J. Bristol, Streets and Maintenance Director



K. Nicole Cote, Managing Director

Project Form  
Request for Proposals

\*\*\*\*\*Posting Language Below\*\*\*\*\*

Please place the following item on the Regular Agenda for the City Council of December 17, 2024.

Strategic Goal 6 - Set the Standard for Sound Governance and Fiscal Management

The linkage to the Strategic Plan is subsection: 6.5 Deliver services timely and effectively with focus on continual improvement

**Award Summary:**

Discussion and action on the award of solicitation 2024-0584R Real Estate Management (Re-Bid) to CAP Rate Real Estate Group for an initial term of three (3) years for an estimated amount of \$900,000.00. The award also includes two (2), one (1) year options for an estimated amount of \$600,000.00The total contract time is for five (5) years for a total estimated amount of \$1,500,000.00. This contract will allow for real estate management services needed for real estate transactions.

**Contract Variance:**

No variance in comparison to the previous contact awarded for these services due to the same budgeted amount being recommended for award.

Department:	Streets and Maintenance
Award to:	CAP Rate Real Estate Group
City & State:	El Paso, TX
Item(s):	All
Initial Term:	3 Years
Option Term:	2 - 1 Year
Total Contract Time:	5 Years
Annual Estimated Award:	\$300,000.00
Initial Term Estimated Award:	\$900,000.00
Option Term Estimated Award:	\$600,000.00
Total Estimated Award	\$1,500,000.00
Account(s)	532-1000-521020-32080
Funding Source(s):	General Fund
District(s):	All

This was a Request for Proposals Procurement – service contract

The Purchasing & Strategic Sourcing and Streets and Maintenance Department recommend award as indicated to CAP Rate Real Estate Group the 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.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

**CITY OF EL PASO REQUEST FOR PROPOSAL SCORESHEET**

**PROJECT:** 2024-0584R Real Estate Management Services (Re-Bid)

**Evaluation of Submittal**

	<b>MAX POINTS</b>	<b>Cap Rate Real Estate Group LLC</b>	<b>Lucia Servin</b>	<b>PIRES, LP dba Cushman &amp; Wakerfield   PIREs International</b>
<b>Factor A - Price</b>				
	5	1.74	4.83	1.48
<b>Factor B - Marketing Strategy</b>				
	10	10.00	6.67	7.33
<b>Factor C - Experience &amp; Qualifications</b>				
	25	23.67	18.67	24.33
<b>Factor D - Corporate Experience</b>				
	20	19.00	15.67	19.33
<b>Factor E - Key Personnel</b>				
	25	24.33	18.67	22.33
<b>FACTOR F – References</b>				
	10	9.69	10.00	6.66
<b>FACTOR F – Improvement Plan</b>				
	5	4.67	3.00	3.67
<b>TOTAL SCORE</b>	100	93.10	77.51	85.13
<b>Rank</b>		1	3	2



**CITY OF EL PASO  
REQUEST FOR PROPOSALS TABULATION FORM**



**Bid Opening Date: July 17, 2024**

**Solicitation #: 2024-0584R**

**Project Name: Real Estate Management (Re-Bid)**

**Department: Streets and Maintenance**

OFFEROR'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
Cap Rate Real Estate Group	El Paso, TX	N/A
PIRES,LP dba Cushman & Wakefield/PIRES International	El Paso, TX	N/A
Lucia Servin	El Paso, TX	N/A
<b>RFPs SOLICITED: 930    LOCAL RFPs SOLICITED: 299    RFPs RECEIVED: 3    LOCAL RFPs RECEIVED: 3    NO BIDS: 3</b>		

Approved:     /s/      
Date: 7/25/2024

## 2024-0584R Real Estate Management Services (Re-Bid)

View List

	Participant Name	City	State
1	11-D Marketing, LLC. (Olivas)	El Paso	TX
2	AAA General Contractors, LLC	El Paso	TX
3	Cap Rate Real Estate Group LLC	El Paso	TX
4	Cobb, Fendley & Associates, Inc.	Houston	TX
5	Confidential Drug Testing (Confidential Drug Testing)	El Paso	TX
6	Construction Reporter	Albuquerque	NM
7	CoreCivic (CoreCivic, Inc.)	Brentwood	TN
8	Countryman & Co. Architecture	El Paso	TX
9	Crisis Prevention Institute, Inc.	Milwaukee	WI
10	Cushman & Wakefield   PIREs (P.I.R.E.S., LP)	El Paso	TX
11	Delshawn Alfonzo Cruz	Baltimore	MD
12	Diligent Plans (Diligent Plans, LLC)	El Paso	TX
13	Eleven Four Enterprises, LLC	El Paso	TX
14	Fastest Labs of El Paso (P & N Ventures LLC)	El Paso	TX
15	Freedom Charters and Tours	Dallas	TX
16	Jones Lang LaSalle (Jones Lang LaSalle Americas, Inc.)	Chicago	IL
17	King Long Lines	Lewisville	TX
18	Lateralus Group	Austin	TX
19	MNK Architects	El Paso	TX
20	North America Procurement Council Inc., PBC	Grand Junction	CO
21	Paratum Solutions (Paratum Solutions, LLC)	Fort Worth	TX
22	QANNEX CORP	EL PASO	TX
23	Riverbend Development Company	El Paso	TX
24	Servin, LLC	El Paso	TX
25	SONDA USA (SONDA USA INC)	Dallas	TX
26	Texas Membrane Restoration Co. LLC	El Paso	TX
27	Textbook Warehouse (Textbook Warehouse, LLC)	Alpharetta	GA
28	US Quality Meats LLC	EL PASO	TX
29	Zeraus Iluminacion	El Paso	TX