

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



DEPARTMENT: Museum and Cultural Affairs
Purchasing & Strategic Sourcing

AGENDA DATE: 1/6/2026

PUBLIC HEARING DATE: Not applicable

CONTACT PERSON NAME: Benjamin E. Fyffe, Managing Director **PHONE NUMBER:** (915) 212-1766

Claudia A. Garcia, Director **PHONE NUMBER:** (915) 212-0043

DISTRICT(S) AFFECTED: All

SUBJECT:

Request that the Director of the Purchasing & Strategic Sourcing be authorized to issue Purchase Orders(s) To increase contract 2022-0386 Janitorial Services for El Paso Museums - MCAD to Ace Government Services, LLC. This change order will increase referenced contract by \$296,925.00 for a total amount not to exceed \$1,484,625.00

BACKGROUND / DISCUSSION:

This change order is to include janitorial services to this contract for the Mexican American Cultural Center until the expiration of this contract in October 30, 2027.

COMMUNITY AND STAKEHOLDER OUTREACH:

Not Applicable

SELECTION SUMMARY:

Not Applicable

CONTRACT VARIANCE:

Not Applicable

PROTEST

Not Applicable

PRIOR COUNCIL ACTION:

On September 13, 2022 City Council approved the award of Contract No. 2022-0386 Janitorial Services for El Paso Museums to Ace Government Services, LLC. for an initial term of three (3) years and two (2) year option to extend the contract for a total amount of \$1,187,700.00.

AMOUNT AND SOURCE OF FUNDING:

Amount: \$296,925.00

Funding Source: General Funds

Account: 454-1000-54000- 522060

532-1000-31040-522060-P3120

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

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

DEPARTMENT HEAD:



Benjamin E. Fyffe, Managing Director of Museum and Cultural Affairs



Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form
Change Order

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

Please place the following item on the Consent Agenda for the City Council Meeting of January 6, 2026.

Award Summary:

The request that the Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order(s) to increase contract 2022-0386 Janitorial Services for El Paso Museums – MCAD to Ace Government Services, LLC. This change order will increase referenced contract by \$296,925.00 for a total estimated amount not to exceed \$1,484,625.00. This change order is to include janitorial services to this contract for the Mexican American Cultural Center until the expiration of this contract in October 30, 2027.

Department:	Museum and Cultural Affairs
Award to:	Ace Government Services, LLC
City & State:	El Paso, TX
Current Contract Estimated Award:	\$1,187,700.00
Change Order Amount:	\$ 296,925.00
Total Estimated Award	\$1,484,625.00
Account(s)	454-1000-54000-522060
Funding Source(s):	General Funds
District(s):	All

This was a Best value Bid Award – unit price contract