

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



**DEPARTMENT:** Purchasing & Strategic Sourcing  
**AGENDA DATE:** March 18, 2025  
**PUBLIC HEARING DATE:** Not Applicable  
**CONTACT PERSON NAME:** Claudia A. Garcia – Director of **PHONE NUMBER** (915)212-0043  
Purchasing & Strategic Sourcing  
**DISTRICT(S) AFFECTED:** All  
**STRATEGIC GOAL:** No. 6: Set the Standard for Sound Governance and Fiscal Management  
**SUBGOAL:** 6.7 Deliver effective and efficient processes to maximize value in obtaining goods and services

**SUBJECT:**  
For notation only - bids and proposals rejected administratively by the Purchasing Director. The reporting period covers from December 16, 2024 to February 18, 2025

**BACKGROUND / DISCUSSION:**  
Purchasing & Strategic Sourcing is providing the list of bids and proposals rejected in Attachment A as directed by City Council.

**COMMUNITY AND STAKEHOLDER OUTREACH:**  
N/A

**SELECTION SUMMARY:**  
N/A

**CONTRACT VARIANCE:**  
N/A

**PROTEST**  
N/A

**PRIOR COUNCIL ACTION:**  
On October 22, 2024, City Council delegated authority to the Purchasing Director to cancel an active solicitation by rejecting bids and/or proposals. In addition to this the Purchasing Director will provide notice to City Council of those solicitations cancelled under the delegation of authority, for notation, via posting to the next available Regular City Council meeting agenda.

**AMOUNT AND SOURCE OF FUNDING:**  
N/A

**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 (\$)
N/A	

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

**DEPARTMENT HEAD:**

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Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Bids/Proposals Rejected

**Attachment A**

<b>No.</b>	<b>Solicitation</b>	<b>Department</b>	<b>Opening Date</b>	<b>Reason(s)</b>	<b>Notification Date</b>
1	2025-0057R Repair and Maintenance OCS	Mass Transit – Sun Metro	11/20/2024	After the evaluation of all the proposals received, they did not receive a passing score of at least 70.	12/16/2024
2	2025-0053 Zoo Produce Diet	Zoo	10/16/2024	1) Bid No 1 - bid missing required acknowledgments as part of the solicitation. 2) Bid No.2 – bid exceeded user department’s budget.	2/18/2025

Bids/Proposals Rejected

Revised 11/20/2024-V4 – Previous Versions Obsolete