

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

**AGENDA DATE:** August 1, 2023  
**PUBLIC HEARING DATE:** Not Applicable

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**  
Richard J. Bristol, Streets & Maintenance Director, (915) 212-7000  
K. Nicole Cote, Managing Director, (915) 212-1092

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** No. 2 – Set the Standard for a Safe and Secure City

**SUBGOAL:** 2.4 – Improve motorist safety and traffic management solutions

**SUBJECT:**

Discussion and action on the award of solicitation 2023-0431 Decals as Needed – Fleet to Innovative Ink EP, L.P. dba Innovative Ink Signs & Printing for an initial term of three (3) years for an estimated amount of \$135,000.00. The award also includes a two (2) year option for an estimated amount of \$90,000.00. The total amount of the contract, including the initial term plus the option for a total of five (5) years, is for an estimated amount of \$225,000.00.

**BACKGROUND / DISCUSSION:**

This contract will provide decals for Fleet Services.

**SELECTION SUMMARY:**

Solicitation was advertised on April 25, 2023 and May 2, 2023. The solicitation was posted on City website on April 25, 2023. There were a total of thirty-two (32) viewers online; two (2) bids were received; both being from local suppliers. An Inadequate Competition Survey was conducted.

**CONTRACT VARIANCE:**

The difference based in comparison to the previous contract is as follows: An increase of \$45,000.00 for the initial term, which represents a 50% increase due to an additional year being added to the term of the contract.

**PROTEST**

N/A

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$135,000.00

Funding Source: Internal Service Fund

Account: 532 – 3600 – 531210 – 37020 – P3701

532 – 3600 – 531250 – 37020 – P3701

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?  YES  NO

PRIMARY DEPARTMENT: Streets & Maintenance

SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

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

DEPARTMENT HEAD:



7-11-23

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Richard J. Bristol, Streets & Maintenance Director

**COUNCIL PROJECT FORM  
(LOW BID)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **CONSENT** agenda for the Council Meeting of **August 1, 2023**.

**Strategic Goal 2: Set the Standard for a Safe and Secure City**

The linkage to the strategic plan is subsection 2.4 – Improve motorist safety and traffic management solutions

**Award Summary:**

The award of solicitation 2023-0431 Decals as Needed - Fleet to Innovative Ink EP, L.P. dba Innovative Ink Signs & Printing for an initial term of three (3) years for an estimated amount of \$135,000.00. The award also includes a two (2) year option for an estimated amount of \$90,000.00. The total amount of the contract, including the initial term plus the option for a total of five (5) years, is for an estimated amount of \$225,000.00. This contract will provide decals for Fleet Services to mark the vehicles with unit numbers, department name, city logo, and sometimes special markings as requested.

**Contract Variance:**

The difference based in comparison to the previous contract is as follows: An increase of \$45,000.00 for the initial term, which represents a 50% increase due to an additional year being added to the term of the contract.

Department:	Streets and Maintenance
Vendor:	Innovative Ink EP, L.P. dba Innovative Ink Signs & Printing El Paso, TX
Item(s):	All
Initial Term:	3 Years
Option to Extend:	2 Years
Annual Estimated Award:	\$45,000.00
Initial Estimated Award:	\$135,000.00 (3 Years)
Total Estimated Award:	\$225,000.00 (5 Years)
Account No.:	532 – 3600 – 531210 – 37020 – P3701 532 – 3600 – 531250 – 37020 – P3701
Funding Source:	Internal Service Fund
District(s):	All

This is a Low Bid procurement, unit price contract

The Purchasing & Strategic Sourcing and Streets and Maintenance Departments recommend award as indicated to Innovative Ink EP, L.P. dba Innovative Ink Signs & Printing the lowest responsive and responsible bidder and to deem BE Graphics non-responsive due to submitting an incomplete bid form.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*



# CITY OF EL PASO

## BID TABULATION FORM



**BID TITLE:** Decals as Needed - Fleet **BID NO:** 2023-0431

**BID DATE:** May 24, 2023 **Department:** Streets and Maintenance

	<b>BE! Graphics</b> El Paso, TX Bidder 1 of 2	<b>Innovative Ink Signs &amp; Printing</b> El Paso, TX Bidder 2 of 2
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**Part 1 - Price Adjustment Factor**

Item No.	Description	Price Adjustment Factor		Price List or Catalog	Price Adjustment Factor		Price List or Catalog
1	Decal Catalog Price List	0.02	Net, or; % Discount, or; % Markup	(note Manufacturer or Brand Name, as applicable)  List Number:  Dated:	40	Net, or; % Discount, or; % Markup	(note Manufacturer or Brand Name, as applicable)  List Number: Ver 2023  Dated: 5/18/2023

**Part 2 - Sample List**

Item No.	Description	Bidder Item Number	Price List (Net)	City's Price (Net or After Discount or Mark-Up)	Bidder Item Number	Price List (Net)	City's Price (Net or After Discount or Mark-Up)
1	CITY OF EL PASO LOGO 3 INCH LETTERING SIZE (9"X 9 3/4") Mountain Blue/ Sunset Yellow	Left Blank	\$ 15.00	\$ 7.00	1	\$ 11.00	\$ 6.60
2	CITY OF EL PASO LOGO 4 INCH LETTERING SIZE (11 3/4"X 13") Mountain Blue/ Sunset Yellow	Left Blank	\$ 20.00	\$ 9.00	2	\$ 12.50	\$ 7.50
3	2" ENVIRONMENTAL SERVICES BLACK/WHITE or as needed	Left Blank	\$ 12.00	\$ 3.00	3	\$ 11.50	\$ 6.90
4	3" UNIT NUMBERS 12345 BLACK/ WHITE or as needed	Left Blank	\$ 10.00	\$ 3.00	4	\$ 12.00	\$ 7.20
5	2" STREETS AND MAINTENANCE BLACK/ WHITE or as needed	Left Blank	\$ 12.00	\$ 3.00	5	\$ 11.50	\$ 6.90
6	Lamination	Left Blank	\$ 9.00	\$ 2.00	n/a	no cost - lamination already included	-
<b>Total</b>			<b>\$ 27.00</b>				<b>\$ 35.10</b>

Approved by           /s/            
 Date Approved 6/5/2023



# CITY OF EL PASO

## BID TABULATION FORM



**BID TITLE:** Decals as Needed - Fleet **BID NO:** 2023-0431

**BID DATE:** May 24, 2023 **Department:** Streets and Maintenance

	<b>BE! Graphics</b> El Paso, TX  <b>Bidder 1 of 2</b>	<b>Innovative Ink Signs &amp; Printing</b> El Paso, TX  <b>Bidder 2 of 2</b>
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**Part 3 - Labor Rates**

Item No.	Description	Hourly	Hourly
1	Regular Hourly Rate	Left Blank	\$32.50

**Part 4 - Sample List with Labor**

Item No.	Description	Bidder Item Number	City's Price (Net or After Discount or Mark-Up) (A)	Hourly Labor Rate (Part 3, Item No. 1) for Standard and Non-Standard Prices (B)	Total (A+B)	Bidder Item Number	City's Price (Net or After Discount or Mark-Up) (A)	Hourly Labor Rate (Part 3, Item No. 1) for Standard and Non-Standard Prices (B)	Total (A+B)
1	CITY OF EL PASO LOGO 3 INCH LETTERING SIZE (9"X 9 3/4") Mountain Blue/ Sunset Yellow	Left Blank	\$ 7.00	\$ -	\$ 7.00	1	\$ 6.60	\$ 32.50	\$ 39.10
2	CITY OF EL PASO LOGO 4 INCH LETTERING SIZE (11 3/4"X 13") Mountain Blue/ Sunset Yellow	Left Blank	\$ 9.00	\$ -	\$ 9.00	2	\$ 7.50	\$ 32.50	\$ 40.00
3	2" ENVIRONMENTAL SERVICES BLACK/WHITE or as needed	Left Blank	\$ 3.00	\$ -	\$ 3.00	3	\$ 6.90	\$ 32.50	\$ 39.40
4	3" UNIT NUMBERS 12345 BLACK/ WHITE or as needed	Left Blank	\$ 3.00	\$ -	\$ 3.00	4	\$ 7.20	\$ 32.50	\$ 39.70
5	2" STREETS AND MAINTENANCE BLACK/ WHITE or as needed	Left Blank	\$ 3.00	\$ -	\$ 3.00	5	\$ 6.90	\$ 32.50	\$ 39.40
6	Lamination	Left Blank	\$ 2.00	\$ -	\$ 2.00	n/a	\$ -	\$ 32.50	\$ 32.50
<b>Total (Part 4, Items 1-6)</b>					<b>\$ 27.00</b>				<b>\$ 230.10</b>

Approved by                      /s/  
 Date Approved 6/5/2023



# CITY OF EL PASO

## BID TABULATION FORM



BID TITLE: Decals as Needed - Fleet		BID NO: 2023-0431
BID DATE: May 24, 2023		Department: Streets and Maintenance
	BE! Graphics El Paso, TX Bidder 1 of 2	Innovative Ink Signs & Printing El Paso, TX Bidder 2 of 2
<p style="text-align: center;"><u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u></p> <p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.</p>		
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>
AMENDMENTS ACKNOWLEDGED:	N/A	Yes
<b>BIDS SOLICITED: 658    LOCAL BIDS SOLICITED: 293    BIDS RECEIVED: 2    LOCAL BIDS RECEIVED: 2    NO BID: 11</b>		

NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

Approved by X \_\_\_\_\_ /s/  
Date Approved 6/5/2023

ONLINE VIEWS FOR 2023-0431 DECALS AS NEEDED - FLEET			
	<b><u>PARTICIPANT NAME</u></b>	<b><u>CITY</u></b>	<b><u>STATE</u></b>
1	Innovative Ink Signs & Printing (Innovative Ink EP, LP)	El Paso	TX
2	BE! GRAPHICS	EL PASO	TX
3	Paso-Tex Industries LLC	El Paso	TX
4	Mattingly Low Vision, Inc	El Paso	TX
5	Unipak Corp.	West Long Branch	NJ
6	UebelKorp industries	El Paso	TX
7	Sunset Survival & First Aid Inc	Huntington Beach	CA
8	DYER CYCLE	El Paso	TX
9	In Depth Events, Inc.	McKinney	TX
10	Delegard Tool of Texas	Houston	TX
11	3-C TECHNOLOGY, LLC	LANCASTER	TX
12	Alkane Midstream	Mendota	MN
13	Electrical Power Products, Inc.	Des Moines	IA
14	A2Z PROMO ZONE LLC	SANTA FE	NM
15	Art Center & Signs (Greater Southwest Art Center Inc)	El Paso	TX
16	Code 10 Gear	El Paso	TX
17	Construction Reporter	Albuquerque	NM
18	EL PASO OFFICE PRODUCTS, LLC	EL PASO	TX
19	GUMO COMMERCIAL LLC	EL PASO	TX
20	Hawk Construction	El Paso	TX
21	HYDRAULIC ELECTRIC COMPONENT SUPPLY	EL CAJON	CA
22	International Nameplate U.S., Inc	Longview	TX
23	Key Reliable Services (Key Reliable Services LLC)	LAS VEGAS	NV
24	Longhorn Distributing (Loren Hodges & Son's Inc.)	El Paso	TX
25	Mlssis & Me	El Paso	TX
26	P&V Distributing	El Paso	TX
27	Partners in Education Solutions	El Paso	TX
28	Proforma Angelini Martin & Assoc (Angelini Martin & Associates Inc)	Cypress	TX
29	Shelby Distributions	El Paso	TX
30	SYOXSA, Inc.	El Paso	TX
31	TEXAS CUSTOM EMBROIDERY (Hector Medina)	El Paso	TX
32	WinSupply of El Paso (WinSupply of El Paso TX Co)	El Paso	TX