

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

AGENDA DATE: December 3, 2024

PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON(S) NAME AND PHONE NUMBER:

Jonathan P. Killings, Fire Chief, (915) 493-5609

K. Nicole Cote, Managing Director (915) 212-1092

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: Goal 2 - Set the Standard for a Safe and Secure City

SUBGOAL: 2.3 Increase public safety operational efficiency

SUBJECT:

Discussion and action on the award of solicitation 2024-0640 On-Call Hotel Lodging (Re-Bid) to Rockwell American Services, Ltd. for an initial three (3) year term for an estimated amount of \$450,000.00. The award also includes a two (2) year option for an estimated amount of \$300,000.00. The total contract value is, including the initial term plus the option, for a total of five (5) years, for an estimated amount of \$750,000.00. This contract will allow the Office of Emergency Management to provide temporary lodging to migrants while they await travel arrangements to their final destination.

BACKGROUND / DISCUSSION:

The City of El Paso Office of Emergency Management has been supporting the ongoing humanitarian efforts by providing lodging for migrants while travel arrangements are made for their departure to their final destination. This contract is the long-term replacement for the previous contract that was issued under the emergency ordinance.

SELECTION SUMMARY:

Solicitation was advertised on July 23, 2024 and July 25, 2024. The solicitation was posted on City website on July 23, 2024. There were a total fourteen (14) viewers online; one (1) bid was received; none (0) being local suppliers. An Inadequate Competition Survey was conducted.

CONTRACT VARIANCE:

The difference based in comparison to the previous contract is as follows: A increase of \$50,000.00 for the initial term, which represents a 7.14% increase due to a longer contract term being set in place.

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$750,000.00

Funding Source: Outside Contracts

Account: 322-2720-22130-522150-G2223SSP

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? YES NO

2024-0640 On-Call Hotel Lodging (Re-Bid)

PRIMARY DEPARTMENT: Fire Department
SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

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

DEPARTMENT HEAD:



Jonathan P. Killings, Fire Chief

Project Form
Low Bid

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

Please place the following item on the Regular Agenda for the City Council of December 3, 2024.

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

The linkage to the Strategic Plan is subsection: 2.3 Increase public safety operational efficiency

Award Summary:

Discussion and action on the award of solicitation 2024-0640 On-Call Hotel Lodging (Re-Bid) to Rockwell American Services, Ltd., for an initial term of three (3) years for an estimated amount of \$450,000.00. The award also includes a two (2) year option for an estimated amount of \$300,000.00. The total contract time is for five (5) years for a total estimated amount of \$750,000.00. This contract will allow the Office of Emergency Management to provide temporary lodging to migrants while they await travel arrangements to their final destination.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$50,000.00 for the initial term, which represents a 7.14% increase due to a longer contract term being set in place.

Department:	Fire
Award to:	Rockwell American Services, Ltd.
City & State:	Terrebonne, OR
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$150,000.00
Initial Term Estimated Award:	\$450,000.00
Option Term Estimated Award:	\$300,000.00
Total Estimated Award	\$750,000.00
Account(s)	322 – 2720 – 22130 – 522150 – G2223SSP
Funding Source(s):	Outside Contracts
District(s):	All

This was a Low Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing Department and Fire Department recommend award as indicated to Rockwell American Services, Ltd., the sole lowest responsive and responsible bidder.

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 BID TABULATION FORM



Project Name: On-Call Hotel Lodging (Re-Bid)
Bid Opening Date: September 4, 2024

Solicitation #: 2024-0640
Department: Fire Department

				Rockwell American Services, Ltd Terrebonne, OR					
				Bidder 1 of 1					
ITEM No.	DESCRIPTION	Unit of Measure	Quantity (A)	Price (B)	Price (B)	Price (B)	Price (B)		
Year 1									
1	Double Queen Standards	each	1	\$ 194.00	\$ -	\$ -	\$ -		
2	King Standards	each	1	\$ 194.00	\$ -	\$ -	\$ -		
3	Suite (if applicable)	each	1	\$ 230.00	\$ -	\$ -	\$ -		
Year 2									
1	Double Queen Standards	each	1	\$ 199.00	\$ -	\$ -	\$ -		
2	King Standards	each	1	\$ 199.00	\$ -	\$ -	\$ -		
3	Suite (if applicable)	each	1	\$ 235.00	\$ -	\$ -	\$ -		
Year 3									
1	Double Queen Standards	each	1	\$ 202.00	\$ -	\$ -	\$ -		
2	King Standards	each	1	\$ 202.00	\$ -	\$ -	\$ -		
3	Suite (if applicable)	each	1	\$ 240.00	\$ -	\$ -	\$ -		
<u>OPTION TO EXTEND THE TERM OF THE AGREEMENT</u>									
<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. BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p>									
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
NO OPTION OFFERED				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
AMENDMENTS ACKNOWLEDGED:				YES	N/A	N/A	N/A		
BIDS SOLICITED: 273		LOCAL BIDS SOLICITED: 112		BIDS RECEIVED: 1		LOCAL BIDS RECEIVED: 0		NO BID: 0	
NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.									

APPROVED BY: / s/

DATE: 9/11/2024

