

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



**DEPARTMENT:** Sun Metro – Mass Transit  
Purchasing & Strategic Sourcing

**AGENDA DATE:** January 7, 2025

**PUBLIC HEARING DATE:** N/A

**CONTACT PERSON NAME:** Anthony R. DeKeyzer, Director of Mass Transit  
K. Nicole Cote, Managing Director

**PHONE NUMBER:** (915)212-3306  
**PHONE NUMBER:** (915)212-1092

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** No. 7 Enhance and Sustain El Paso's Infrastructure Network

**SUBGOAL:** 7.3 – Enhance a regional comprehensive transportation system

**SUBJECT:**

Discussion and action on the Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to decrease contract 2023-0673 Janitorial Services – Mass Transit (Re-Bid) to Francisco Corral dba Eagle Janitorial Service Co. This change order will decrease referenced contract by \$1,295,869.50 for a total estimated amount not to exceed \$4,212,840.00

**BACKGROUND / DISCUSSION:**

This change order is amending the scope of work and reducing the number of services hours needed by 69,918 hours. Upon review of the current level of service (approximately 3,300 hours/month or 39,600/year) it was determined that the level of effort exceeded service needs at this time. The number of hours for the second year of service exceeds the level of service of previous calendar years by 13,200 hours and is sufficient to adequately clean Sun Metro terminals and office facilities.

**COMMUNITY AND STAKEHOLDER OUTREACH:**

N/A

**SELECTION SUMMARY:**

N/A

**CONTRACT VARIANCE:**

This is a new contract, therefore there is no prior contract.

**PROTEST**

N/A

**PRIOR COUNCIL ACTION:**

On October 10, 2023, Mass Transit Board approved the award of contract 2023-0673 Janitorial Services – Mass Transit (Re-Bid) to Francisco Corral dba Eagle Janitorial Service Co. for a three (3) year term for at total estimated amount of \$6,804,579.00. The award also included a two (2) year option for an estimated amount of \$4,536,386.00.

On January 2, 2024, Mass Transit Board approved a deductive change order for \$1,295,869.50 for a total estimated amount not to exceed \$5,508,709.50.

**AMOUNT AND SOURCE OF FUNDING:**

Amount: (\$1,295,869.50)

Funding Source: Federal Transit Administration Formula 5307 Grant

**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:**

*Jerry DeMuro* Deputy Transit Officer for  
\_\_\_\_\_  
Anthony R. DeKeyzer, Director of Mass Transit

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K. Nicole Cote, Managing Director

(Change Order)

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

Please place the following item on the (Regular) Agenda for the Mass Transit Board Meeting of January 7, 2025.

Strategic Goal 7 - Enhance and Sustain El Paso's Infrastructure Network

The linkage to the Strategic Plan is subsection: 7.3 Enhance a regional comprehensive transportation system

**Award Summary:**

Discussion and action on the request that the Managing Director of Purchasing & Strategic Sourcing be authorized to decrease contract 2023-0673 Janitorial Services – Mass Transit (Re-Bid) to Francisco Corral dba Eagle Janitorial Service Co. This change order will decrease referenced contract by \$1,295,869.50 for a total estimated amount not to exceed \$4,212,840.00. This change order will amend the scope of work and reduce the number of services hours needed by 69,918 hours. The number of hours for the second year of service is sufficient to adequately clean Sun Metro terminals and office facilities.

Department:	Mass Transit (Sun Metro)
Award to:	Francisco Corral dba Eagle Janitorial Service Co.
City & State:	El Paso, TX
Current Contract Estimated Amount:	\$5,508,709.50
Change Order Award:	\$1,295,869.50
Total estimated Amount not to Exceed:	\$4,212,840.00
Account(s):	560 – 3215 – 522060 – 60050 – P6018 – P60FTA117– G60195307
Funding Source(s):	Federal Transit Administration Formula 5307 Grant
District(s):	All

This was a Low Bid Award - unit price contract