

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

**AGENDA DATE:** February 1, 2022  
**PUBLIC HEARING DATE:** Not Applicable

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**  
Richard J. Bristol, Streets and Maintenance Director, (915) 212- 7000  
Claudia A. Garcia, Interim Director of Purchasing & Strategic Sourcing, (915)  
212-1181

**DISTRICT(S) AFFECTED:** ALL

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

**SUBGOAL:** 7.2: Improve competitiveness through infrastructure improvements impacting the quality of life

**SUBJECT:**

The award of solicitation 2022-0005 Window Washing Services to Bella Luna Engineering and Building Maintenance for a three (3) year term for an estimated amount of \$96,600.00. The award also includes a two (2) year option for an estimated amount of \$64,400.00. The total value of the contract is, including the initial term plus the option for a total of five (5) years, for an estimated amount of \$161,000.00.

**BACKGROUND / DISCUSSION:**

This contract will allow window washing at various City facilities.

**SELECTION SUMMARY:**

Solicitation was advertised on October 5, 2021 and October 12, 2021. The solicitation was posted on City website on October 5, 2021. The email (Purmail) notification was sent out on October 7, 2021. There were a total of thirty-seven (37) views online, one (1) bid was received being from a local supplier. An Inadequate Competition Survey was conducted.

**CONTRACT VARIANCE:**

An increase of \$42,080.00 for the initial term, which represents a 77.18% increase due to price increases and additional services.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$96,600.00  
Funding Source: General Fund  
Account: 532 – 1000 – 532000 – 31040 – P3120

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?  YES  NO

PRIMARY DEPARTMENT: Streets and Maintenance

SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

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

DEPARTMENT HEAD:

 1-19-22

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Richard J. Bristol, Streets and Maintenance Director

**COUNCIL PROJECT FORM  
(LOW BID)**

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **February 1, 2022**.

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

The linkage to the Strategic Plan is subsection 7.2 – Improve competitiveness through infrastructure improvements impacting the quality of life.

**Award Summary:**

The award of solicitation 2022-0005 Window Washing Services to Bella Luna Engineering and Building Maintenance for a three (3) year term for an estimated amount of \$96,600.00. The award also includes a two (2) year option for an estimated amount of \$64,400.00. The total value of the contract is, including the initial term plus the option for a total of five (5) years, for an estimated amount of \$161,000.00. This contract will allow window washing at various City facilities.

**Contract Variance:**

The difference in price, based on comparison to the previous contract is as follows: An increase of \$42,080.00 for the initial term, which represents a 77.18% increase due to price increases and additional services.

Department:	Streets and Maintenance
Vendor:	Bella Luna Engineering and Building Maintenance El Paso, TX
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Annual Estimated Award:	\$32,200.00
Initial Term Estimated Award:	\$96,600.00 (3 years)
Total Estimated Award:	\$161,000.00 (5 years)
Account No.:	532 – 1000 – 532000 – 31040 – P3120
Funding Source:	General Fund
District(s):	All

This is a Best Value, unit price contract.

The Purchasing & Strategic Sourcing and Streets and Maintenance Departments recommend award as indicated to Bella Luna Engineering and Building Maintenance, the sole bidder offering the best value bid.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

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

## CITY OF EL PASO BEST VALUE SCORESHEET

PROJECT: 2022-0005 WINDOW WASHING SERVICES

*Evaluation of Submittal*

	MAX POINTS	Bella Luna Engineering and Building Maintenance		
Factor A - Price	35	35.00		
Factor B - Experience - Comparable Contracts	30	30.00		
Factor C - References	25	16.67		
Factor D – Employee Medical Benefits and Incentives	10	0.00		
<b>TOTAL SCORE</b>	<b>100</b>	<b>81.67</b>		



**CITY OF EL PASO  
 BID TABULATION FORM**



Project Name: Window Washing Service  
 Bid Opening Date: November 3, 2021

Solicitation #: 2022-0005  
 DEPARTMENT: Streets and Maintenance

		Bella Luna Engineering and Building Maintenance El Paso, TX									
		Bidder 1 of 1									
GROUP I - BI ANNUAL SERVICE											
ITEM NO.	LOCATION	PRICE PER SERVICE FOR BUILDING (Unit Price) (A)	ESTIMATED ANNUAL SERVICES (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)	PRICE (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)	PRICE (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)
1.	City 1 - 300 N. Campbell - 1st and 2nd Floors	\$2,100.00	2	\$4,200.00	\$12,600.00						
2.	City 2 - 218 N. Campbell - 1st, 2nd, 3rd, 4th, & 5th Floors	\$2,500.00	2	\$5,000.00	\$15,000.00						
3.	City 3 - 801 Texas Ave - 1st, 2nd & 3rd Floors	\$1,300.00	2	\$2,600.00	\$7,800.00						
4.	City 4 - 811 Texas Ave - 1st Floor	\$200.00	2	\$400.00	\$1,200.00						
5	Central Fire Building - 201 South Florence - 1st, 2nd & 3rd Floors	\$1,500.00	2	\$3,000.00	\$9,000.00						
6	Municipal Service Center - 1059 Lafayette Building 3, 2nd Floor Only	\$250.00	2	\$500.00	\$1,500.00						
7	PD Westside Regional Command Center - 4801 Osborne Street - 1st & 2nd Floors	\$800.00	2	\$1,600.00	\$4,800.00						
8	PD Central Regional Command Center - 600 E. Overland - 1st, 2nd & 3rd Floors	\$1,500.00	2	\$3,000.00	\$9,000.00						
9	Police Headquarters - 911 N. Raynor - 1st, 2nd & 3rd Floors	\$625.00	2	\$1,250.00	\$3,750.00						
10	Museum of History - 510 N. Santa Fe - 1st & 2nd Floors	\$825.00	2	\$1,650.00	\$4,950.00						
<b>Group I Total (Items 1 - 10)</b>				\$23,200.00	\$69,600.00						

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

Approved: \_\_\_\_\_ /s/\_\_\_\_\_  
 Date: 11/8/2021



**CITY OF EL PASO  
BID TABULATION FORM**



Project Name: Window Washing Service  
Bid Opening Date: November 3, 2021

Solicitation #: 2022-0005  
DEPARTMENT: Streets and Maintenance

			<b>Bella Luna Engineering and Building Maintenance El Paso, TX</b>  <b>Bidder 1 of 1</b>								
<b>GROUP II - ON-DEMAND SERVICE</b>											
ITEM NO.	DESCRIPTION	PRICE PER SERVICE FOR BUILDING (Unit Price) (A)	ESTIMATED ANNUAL SERVICES (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)	PRICE (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)	PRICE (B)	ANNUAL TOTAL (C = A X B) (C)	3-YR TOTAL (D = C X 3) (D)
1.	Interior Window Washing	\$20.00	200	\$4,000.00	\$12,000.00						
2.	Exterior Window Washing	\$25.00	200	\$5,000.00	\$15,000.00						
<b>Group II Total (Items 1 - 2)</b>				\$9,000.00	\$27,000.00						
<b>Grand Total (Groups I and II)</b>				\$32,200.00 Bidder's Total \$69,600.00	\$96,600.00 Bidder's Total \$27,000.00						

Approved: \_\_\_\_\_/s/\_\_\_\_\_  
Date: 11/8/2021



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BID TABULATION FORM**



Project Name: Window Washing Service

Solicitation #: 2022-0005

Bid Opening Date: November 3, 2021

DEPARTMENT: Streets and Maintenance

	<b>Bella Luna Engineering and Building Maintenance El Paso, TX</b>  Bidder 1 of 1		
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 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:			
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"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amendments Acknowledged:	No		
<b>BIDS SOLICITED: 7    LOCAL BIDS SOLICITED: 7    BIDS RECEIVED: 1    LOCAL BIDS RECEIVED: 1    NO BID: 0</b>			
<b>NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.</b>			

Approved: \_\_\_\_\_ /s/\_\_\_\_\_

Date: **11/8/2021**

2022-0005 Window Washing Services

Bidder's List

Bella Luna Engineering  
PO Box 963038  
El Paso, TX 79996

K Clean Sweep Rite Inc.  
11450 James Watt Dr., Suite C-7  
El Paso, TX 79936

Sun City Powerwash  
15420 Hunnicutt Rd.  
El Paso, TX 79938

Hector's Window Cleaning Services  
5832 Acacia Cir #623  
El Paso, TX 79912

A-One Janitorial LLC  
501 East River Ave.  
El Paso, TX 79902

Fish Window Cleaning  
300 Thunderbird Dr.  
El Paso, TX 79912

Dyna Four Inc. dba ServPro of West El Paso  
4717 Osbourne Ste. 500  
El Paso, TX 79922