

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

**AGENDA DATE:** May 9, 2023  
**PUBLIC HEARING DATE:** Not Applicable

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**  
Ellen Smyth, Chief Transit and Field Operations Officer, (915) 212-6060  
K. Nicole Cote, Managing Director, (915) 212-1092

**DISTRICT(S) AFFECTED:** All

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

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

**SUBJECT:**

Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Ace Government Services, LLC, referencing Contract 2017-1280 Janitorial Services – Mass Transit (Sun Metro). This will be a change order to increase the award by \$228,187.74 for a total amount not to exceed \$2,139,911.99.

**BACKGROUND / DISCUSSION:**

This change order will add capacity to the current contract for an additional six (6) months of janitorial services for bus shelters.

**SELECTION SUMMARY:**

N/A

**CONTRACT VARIANCE:**

N/A

**PROTEST**

N/A

**PRIOR COUNCIL ACTION:**

On March 6, 2018 the Mass Transit Board approved the award of contract 2017-1280 to Ace Government Services, LLC for a three (3) year term for at total amount of \$1,053,174.64. The award also included a two (2) year option for an estimated amount of \$702,116.60. 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 \$1,755,291.66

**AMOUNT AND SOURCE OF FUNDING:**

Amount: \$228,187.74

Funding Source: FTA Formula 5307 Grant

Account: 560 – 3215 – 522060 – 60050 – P6018 – P60FTA117 – G60195307

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?  YES  NO

PRIMARY DEPARTMENT: Mass Transit (Sun Metro)

SECONDARY DEPARTMENT: Purchasing & Strategic Sourcing

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

**DEPARTMENT HEAD:**

*Anthony R. Dekeyser*

4-25-23

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Ellen Smyth, Chief Transit and Field Operations Officer

**PROJECT FORM  
(Change Order)**

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Please place the following item on the **CONSENT** agenda for the Mass Transit Board Meeting of **May 9, 2023**.

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

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

**Award Summary:**

Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue a Purchase Order to Ace Government Services, LLC referencing Contract 2017-1280 Janitorial Services – Mass Transit (Sun Metro). This will be a change order to increase the award by \$228,187.74 for a total amount not to exceed \$2,139,911.99. This change order will add capacity to the current contract for an additional six (6) months of janitorial services for bus shelters.

Department:	Mass Transit (Sun Metro)
Award to:	Ace Government Services, LLC El Paso, TX
Total Estimated Amount:	\$228,187.74
Account No.:	560 – 3215 – 522060 – 60050 – P6018 – P60FTA117 – G60195307
Funding Source:	FTA Formula 5307 Grant
District(s):	All