

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

AGENDA DATE: January 2, 2024

PUBLIC HEARING DATE: Not Applicable

CONTACT PERSON(S) NAME AND PHONE NUMBER:

Anthony R. Dekeyzer, Director of Mass Transit, (915) 212-3306

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:

Discussion and action on the Request that the Managing Director of Purchasing & Strategic Sourcing be authorized to issue Purchase Order(s) 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 \$5,508,709.50.

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 first 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.

SELECTION SUMMARY:

N/A

CONTRACT VARIANCE:

N/A

PROTEST

N/A

PRIOR COUNCIL ACTION:

On October 10, 2023 City Council 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.

AMOUNT AND SOURCE OF FUNDING:

Amount: (\$1,295,869.50)

Funding Source: Federal Transit Administration 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

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

DEPARTMENT HEAD:

Deputy Transit Officer *Jerry DeMuro/for*
Anthony R. Dekeyzer, Director of Mass Transit

Project Form
(Change Order)

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

Please place the following item on the (Regular) Agenda for the Mass Transit Board Meeting of January 2, 2024.

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 issue Purchase Order(s) 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 \$5,508,709.50. 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 first 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:	\$6,804,579.00
Change Order Award:	\$1,295,869.50
Total estimated Amount not to Exceed:	\$5,508,709.50
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