

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

DEPARTMENT: Streets and Maintenance

AGENDA DATE: April 13, 2021

CONTACT PERSON/PHONE: Richard J. Bristol, Streets and Maintenance Director – (915) 212-7001
Bruce D. Collins, Purchasing Director – (915)-212-1181

DISTRICT(S) AFFECTED: All

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

STRATEGIC GOAL LINKAGE:

The linkage to Strategic Plan is subsection 7.5 – Set one standard for infrastructure across the city.

SUBJECT:

Discussion and action on the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Sierra Machinery Inc., the sole factory authorized dealer of Volvo, Gradall, and Doosan parts & service in the El Paso area, for a two (2) year term and with a stipulation that Sierra Machinery Inc. provide an updated sole source letter and affidavit each year.

BACKGROUND / DISCUSSION:

The City currently owns heavy equipment, grading, and generators and require parts and service. This sole source agreement would allow for the maintenance of this equipment used by the Environmental Services and Streets & Maintenance Departments. Sierra Machinery Inc., is the sole factory authorized dealer of Volvo, Gradall, & Doosan Parts and Service in the El Paso area.

SELECTION SUMMARY:

Not Applicable (Sole Source)

CONTRACT VARIANCE:

The difference in cost, based on comparison to the previous contract is as follows: A yearly increase of \$13,333.33 or a 7.1% due to increases in units being serviced.

PROTEST

☒ There was no protest received for this requirement.

☐ Protest received.

PRIOR COUNCIL ACTION:

N/A.

AMOUNT AND SOURCE OF FUNDING:

Total Estimated Amount: \$400,000.00
Funds Available: 532 – 37020 – 531210 – 3600 – P3701
532 – 37020 – 531250 – 3600 – P3701
Funds Source: Inventory Purchases Materials and Supplies
Equipment Outside Repair Services

BOARD / COMMISSION ACTION:

N/A

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

DEPARTMENT HEAD:

Richard Bristol

04/06/21

Richard J. Bristol, Streets and Maintenance Director

**COUNCIL PROJECT FORM
(SOLE SOURCE)**

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

Please place the following item on the **REGULAR** agenda for the Council Meeting of **APRIL 13, 2021**. **Strategic**

Goal 7: Enhance and Sustain El Paso's Infrastructure Network

The linkage to the strategic plan is subsection 7.5 – Set one standard for infrastructure across the city.

Award Summary:

Discussion and action on the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Sierra Machinery Inc., the sole factory authorized dealer of Volvo, Gradall, and Doosan parts & service in the El Paso area, for a two (2) year term and with a stipulation that Sierra Machinery Inc. provide an updated sole source letter and affidavit each year. This contract will ensure continued maintenance and repair of the Volvo, Gradall, and Doosan heavy equipment owned by the City.

Contract Variance:

The difference in cost, based on comparison to the previous contract is as follows: A yearly increase of \$13,333.33 or a 7.1% due to increases in units being serviced.

Department:	Streets and Maintenance
Award to:	Sierra Machinery Inc. El Paso, TX
Initial Term:	2 years
Annual Estimated Amount:	\$ 200,000.00
Total Estimated Award:	\$ 400,000.00 (2 years)
Account No.:	531210-532-3600-37020-P3701 531250-532-3600-37020-P3701
Funding Source:	Inventory Purchases Materials and Supplies Equipment Outside Repair Services
District(s):	All
Sole Source Reference:	2021-0742

This is a Sole Source, requirements contract.

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



PURCHASING & STRATEGIC SOURCING DEPARTMENT

SOLE SOURCE AFFIDAVIT

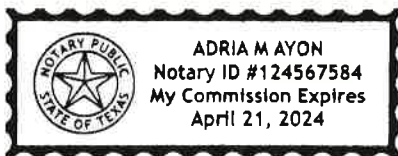
THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared _____ a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath depose and said:

1. My name is Maria F. Teran. I am over the age of 18, have never been of a convicted crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Sierra Machinery, Inc.
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):
VOLVO, DOOSAN, and GRADALL
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso**

Signature

SUBSCRIBED AND SWORN to before me on this 28th day of JANUARY, 2021



NOTARY PUBLIC

ADRIA M. AYON

PRINTED NAME

4/21/2024
MY COMMISSION EXPIRES

COMPANY NAME: Sierra Machinery, Inc.

ADDRESS, CITY, STATE & ZIP CODE: 939 Hawkins Blvd., El Paso, Texas 79915

PHONE: 915-772-0613

FAX NUMBER: 915-779-6086

CONTACT NAME AND TITLE: Maria F. Teran - President / CEO

WEB ADDRESS: www.sierraelpaso.com

EMAIL: magia@sierraelpaso.com

FEDERAL TAX ID NUMBER: 74-2160500

TEXAS SALES TAX NUMBER: 1-742160500

VOLVO CONSTRUCTION EQUIPMENT



January 28, 2021
(717) 300-6075

Ms. Maria Teran
Sierra Machinery, Inc.
939 Hawkins Blvd.
El Paso, TX 79915

RE: Volvo Construction Equipment North America, LLC ("Volvo CE")

Dear Ms. Teran:

Please be advised that Sierra Machinery, Inc. ("Sierra") is currently the only authorized Volvo CE Dealer for full-line Volvo CE products in the following Counties of (i) New Mexico: Chaves, Dona Ana, Eddy, Grant, Hidalgo, Lincoln, Luna, Otero, Sierra and; (ii) Texas: Brewster, Culbertson, El Paso, Hudspeth, Jeff Davis, Pecos, Presidio, Reeves, and Terrell.

Sierra is currently the only authorized Volvo CE Dealer for full-line Volvo road products in the following Counties of Texas: Brewster, Culbertson, El Paso, Hudspeth, Jeff Davis, Presidio, and Terrell and the following counties of New Mexico: Chaves, Dona Ana, Eddy, Grant, Hidalgo, Lea, Lincoln, Luna, Otero and Sierra.

Thus, currently Sierra Machinery is the only authorized source of genuine Volvo CE parts and service for construction equipment in the above areas. Parts and services ordered from Sierra Machinery will provide warranty of the products.

Please feel free to call if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lisa C. Slocum".

Lisa C. Slocum
Manager – Legal Department

www.volvocce.com

Volvo Construction Equipment
304 Volvo Way
Shippensburg, PA 17257

Telephone
switchboard
717-532-9181

Telefax
717-530-3408



Doosan Infracore
Portable Power

1293 Glenway Dr.
Statesville, NC 28625

January 28, 2021

To whom it may concern:

Please be advised that Sierra Machinery, Inc., with locations in El Paso, TX and Artesia, NM is the authorized distributor for Doosan Portable Power products including air compressors, light towers and generators. As an authorized distributor, Sierra Machinery has responsibility for sales, service, parts and warranty for these product line in select counties of Texas and New Mexico.

Sincerely,

A handwritten signature in black ink that reads "Bill Sigler". The signature is written in a cursive, flowing style.

Bill Sigler
Regional Sales Director
Doosan Portable Power



January 28, 2021

To Whom It May Concern:

This letter is to confirm that Sierra Machinery, Inc. is the Gradall Excavator distributor for the following territory:


In the State of Texas, the Counties of El Paso, Hudspeth, Culberson, Jeff Davis, Presidio, Brewster, Reeves, Pecos, and Terrell.

The State of New Mexico.

As a sole source provider of Gradall Industries, Inc., Sierra Machinery, Inc. is responsible for all machine and parts sales, as well as service.

Thank you again for your time. If you have any questions, please feel free to contact me.

Sincerely,


Jeremy Fisher
Regional Sales Manager