



Legislation Text

File #: 21-349, Version: 1

**CITY OF EL PASO, TEXAS
AGENDA ITEM SUMMARY FORM**

All Districts

Airport, Sam Rodriguez, (915) 212-1845

Purchasing and Strategic Sourcing, Bruce D. Collins, (915) 212-1181

PUBLIC HEARING DATE: Click or tap to enter a date.

STRATEGIC GOAL:

Goal 1 - Create an Environment Conducive to Strong Sustainable Economic Development

SUBGOAL: 1.4 Grow the core business of air transportation

SUBJECT:

APPROVE a Resolution / Ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

The linkage to the Strategic Plan is subsection 1.4 - Grow the core business of air transportation.

Award Summary:

Discussion and action on the request that the Director of the Purchasing and Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Mitchell Adding Machine Company Inc. dba Mitchell Time and Parking, the sole source authorized provider for maintenance of Amano McGann Parking system used at the airport parking lot, with the stipulation that the vendor provides an updated sole source letter and affidavit each year.

Contract Variance:

The difference in cost, based on the comparison to the previous contract, is as follows: An annual increase of \$4,291.91 which is a 7.67% increase compared to previous contract.

Department:	El Paso International Airport
Award to:	Mitchell Adding Machine Company Inc. dba Mitchell Time and Parking Austin, TX
Term:	Three (3) Years
Total Estimated Award:	\$180,328.15
Account No.:	562-3000-62080-522290
Funding Source:	Airport Operations - Office Equipment Maintenance Contracts
District(s):	All
Sole Source No.	2021-1068

This is a Sole Source, service contract.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Click or tap here to enter text.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Click or tap here to enter text.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by amount numbers and description of account. Does it require a budget transfer?

Click or tap here to enter text.

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

Department Head:

If Agenda Item Summary Form is initiated by Purchasing, client department should sign also