

City Council-Regular

Meeting Date: 09/05/2023

Initiated By: Rosario Cabello, Deputy City Manager

Staff Source: Juan J. Gomez, Parks & Recreation Department Director, Mark DeMay, Finance Department Director; Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to award annual supply contract FY23-074 to Laredo Paint & Decorating, Laredo, Texas in an annual amount of \$60,000.00 for the purchase of paint and painting supplies needed for the annual maintenance of all city parks. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon the availability of appropriated funds. This contract can be renewed three additional one-year extension periods, upon mutual agreement of the parties. Funding is available in the General Fund-Parks Department Budget.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

None.

BACKGROUND

The City received one (1) proposal through Cit-E-Bid for awarding a paint supplies contract for the Parks & Recreation Department. This contract establishes pricing for various paint and paint related products needed for the maintenance of all the city's parks by Parks and Recreation Department. Staff is recommending that this contract be awarded to the sole bidder Laredo Paint & Decorating.

The term of this contract shall be for a period of one (1) year beginning as of the date of its execution. The contract may be extended for three, additional one (1) year period. Should the vendor desire to extend the contract for the additional one-year period, it must so notify the City in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by the City. Renewals shall be in writing and signed by the City's Purchasing Manager & City Manager or his designee, without further action by the Laredo City Council, subject to and contingent upon appropriation of funding therefore. All annual contracts shall bound by the terms of the bid documents. The City shall also have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed 3 months. Said month to month extensions shall be in writing, signed by the City's Purchasing Manager &

City Manager or his designee, and shall not require City Council approval, subject to and contingent upon appropriation of funding therefore. The City reserves the right to renew or rebid this contract, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date. This contract shall be the responsibility of and administered by the City of Laredo Parks & Recreation Department.

In determining the Best Value for the City of Laredo the following factors were considered by the Parks & Recreation Department, in accordance with corresponding weights, in evaluating the bids:

Best Value Criteria:

	Maximum Points
Products/Pricing & Services Provided	60
Performance Capability	20
Qualification and Experience	20
Total	100

Scoring Summary

Vendor	Top Evaluation Score
Laredo Paint & Decorating	93.0

A complete bid tabulation and final evaluation score is attached.

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that this contract be approved.

	Fiscal Impact
Fiscal Year:	2023
Budgeted Y/N?:	Yes
Source of Funds:	
Account #:	10131155523010
Change Order: Exceeds 25% Y/N:	
FINANCIAL IMPACT:	

The purpose of this contract is to establish prices for the commodities or services needed should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

Attachments

Contract FY23-074

FY23-074 Bid Tab

FY23-074 Evaluation Score
