



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

Voice (915) 877-7426
Fax (915) 877-7415
rgatlin@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: August 6, 2013

SUBJECT: Annual Extension of RFP 09-16 for Solid Waste Disposal Services

This request is to consider approval of an annual extension of RFP 09-16 for Solid Waste Disposal Services with El Paso Disposal. This will be year 5 of a 5 year contract with an annual estimated cost not to exceed \$120,000.00. El Paso Disposal has agreed to no increase in fees over last year.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the annual extension of RFP 09-16 for Solid Waste Disposal Services with El Paso Disposal for the final extension year. The estimated cost is not to exceed \$120,000.00 as presented.

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.



Request for Board Agenda Item

Purchasing Department

Date: 8/6/2013

Campus/Department: Financial Services/Purchasing

Vendor Name: El Paso Disposal

Total Cost: Not to Exceed \$120,000.00

Item Description and Justification for Purchase:

The annual renewal of RFP 09-16 for Solid Waste Disposal Services. This will be the final year of a 5 year extension opportunity. Vendor has agreed to not increase prices for this final year. Whereas this contract is for services that vary with use, it is estimated not to exceed \$120,00.00 for the year. This is for District-Wide trash compactors, dumpsters, and roll-offs as needed .

Participating Schools/Departments: District-Wide

Funding Source: 199.51.6299.00.999.99 & 101.35.6299.00.909.99 Local Funds
(Account number to charge)



Campus/Department Administrator

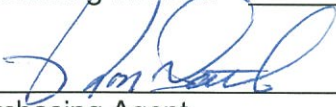
8/13/13

Date Signed

*** (Form must be received by the Purchasing Department by the last Wednesday of the month) ***

(To be completed by the Financial Services Division)

Purchasing Method: RFP 09-16 Waste Disposal Services



Purchasing Agent

8/13/13

Date Signed



Executive Director of Financial Services

8/13/13

Date Signed



Purchasing Approval Sheet For Presentation to Board of Trustees Purchasing Department

Financial Services (Verification of Funding Availability and Account Coding)

Approved Denied

Comment: _____
Signature: Martha Aguiar Date: 8/13/13

Federal Programs (For Compliance with Grant Requirements)

Not Required Approved Denied

Comment: _____
Signature: _____ Date: _____

Curriculum & Instruction (For all Curriculum Related Purchases)

Not Required Approved Denied

Comment: _____
Signature: _____ Date: _____

Technology (For all Computer/Software/Peripheral Purchases)

Not Required Approved Denied

Comment: _____
Signature: _____ Date: _____

Legal Review

Not Required Approved Denied

Comment: _____
Signature: _____ Date: _____

Purchasing

Approved Denied

Comment: _____
Signature: [Signature] Date: 8/13/13



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August 6, 2013

Reference: RFP -09-16

El Paso Disposal
Ms. Lorena Quezada
Area Manager
PO Box 20179
El Paso, TX 79998

Dear Ms. Quezada,

Please let me know if your company is in agreement with an extension of your contract for waste disposal for the 2013-2014 school year. If you are in agreement to an extension, please let me know if you are going to hold prices firm, lower them, or what your increase will be.

I will present this to our Board of Trustees and if they are in agreement, we will extend the contract for another 12 month period. If they are not in agreement then I will have to go out for bids again this year. This will be year 5 of the 5 year extension limit.

I am looking forward to working with you again this year and I appreciate your support and your continued quality service to our District.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ron Gatlin", is written over the word "Sincerely,".

Ron Gatlin
Purchasing Agent



August 6, 2013

Mr. Ron Gatlin
Purchasing Agent
Canutillo Independent School District
7965 Artcraft Road
El Paso, Texas 79932

Mr. Gatlin,

Thank you for the on-going opportunity to serve the Canutillo Independent School District. We appreciate the trust and confidence you have in our company to meet your solid waste needs.

Please accept this letter as our intent to continue servicing Canutillo ISD under the option to extend the current contract for one (1) additional year. If you agree to the extension of the contract thru August 31, 2014 we will honor the current rates and terms thru the contract extension period.

Again, thank you for the opportunity to serve Canutillo ISD. We will provide you with the finest quality of service available in the El Paso area, just as we have in the past.

Gratefully,

A handwritten signature in black ink that reads "Lorena Quezada".

Lorena Quezada
Area Manager