



County of El Paso Agenda Item Details

Item Title: Approve and authorize the award of RFP 24-019 Technical Assistance for Small Businesses at the Mission Trail for El Paso County, TX

Submitted By: Karen Davidson, Purchasing Agent

Department: Purchasing

Department Phone Number: 915-273-3349

Subject: Approve and authorize the award of RFP 24-019 Technical Assistance for Small Businesses at the Mission Trail for El Paso County, TX to the highest scoring firm, El Paso Hispanic Chamber of Commerce of El Paso, TX. Purchasing approved on September 5, 2024. Funds are available in SG-GUSSBA24-OPERATING EXP.

Background: The El Paso County, Texas was seeking to solicit proposals from qualified vendors ("Offerors") to provide comprehensive technical assistance to small businesses along the Mission Trail. Raising awareness about the award program and elucidating the prerequisites necessary to deliver precise technical assistance within the Mission Trail area.

RFP Advertised: May 12, 2024 and May 19, 2024

RFP Opening: June 27, 2024

Vendors Notified: 514

Notifications Viewed: 13

Vendors Responding: 3

Contract Term: Based on program success the Economic Development Department will evaluate its economic impact on the served businesses. Subsequently, the EDD will propose additional funding streams to be considered by the court to continue this program not to exceed five years.

Proposals were received and evaluated by a committee consisting of representatives from the Economic Development Department. The Purchasing Department facilitated the evaluation process. Evaluation criteria included:

- Experience of the project team/commitment of resources
- Methodology
- Tailored Support Services
- Price
- Experience
- References
- Health Insurance Provision for Employees

The evaluation team reviewed, scored, and ranked the firms against the evaluation criteria and El Paso Hispanic Chamber of Commerce of El Paso, TX, was determined to meet the County's needs.

RFP Number:

Advertising Period Start: N/A

Advertising Period End: N/A

Number of Venders Sent To: N/A

Number of Venders Sent Responded: N/A

Fiscal Impact:

Fiscal Impact Historical

Fiscal Impact Projected

Funds available in:

GUSSBA24-600000-601400-601404

COSG-7341-0002024-431-60-11191-0001-00000-600000-

SG-GUSSBA24-OPERATING EXP

Long Account Number: Amount:

Long Account Number: COSG-7341-0002024-431-60-11191-0001-00000-600000- Amount:

Budget or Unbudgeted Match:

Recommendation:

Approve and authorize the award of RFP 24-019 Technical Assistance for Small Businesses at the Mission Trail for El Paso County, TX to the highest scoring firm, El Paso Hispanic Chamber of Commerce of El Paso, TX. Purchasing approved on September 5, 2024. Funds are available in SG-GUSSBA24-OPERATING EXP.

Prior Action:

On April 22, 2024, Commissioners Court approved the RFP process.

Strategic Plan:

Goal:

null

Objective:

Strategic Plan Information:

**Estimated Time Needed
For This Item:**